July. 15. 1921

1. in 4 of Population of U.S. are in Churches. Protestant- Roman Catholic and Jewish. or 25%. in Seattle Wash. 1. in 9. are in Churches as above. or 11%. or 56% less than in General.

G. L. Bender.
4123. Bagley Ave.
Seattle Wash.
Oct. 30. 1914.

Mr. Van Deventer
Mrs. " "
Selma " "
John " "
Daughter " " 8
Lena Fast
Elsa "
John "
Edna Johnson
Lamore Throckmorton
Firley Flack.
Mrs Shutt
Mrs "
Mr Bales
Mrs "
Mrs Shutt

Discipline

of the Church of the United Brethren in Christ

Including

Origin, Doctrine, and Constitution

1917—1921

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1917

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PART I

The Church.

CHAPTER I.

Origin of the United Brethren in Christ.

In the eighteenth century it pleased the Lord our God to awaken persons in different parts of the world who should raise up the Christian religion from its fallen state and preach the gospel of Christ crucified in its purity.

About the middle of said century, the Lord, in mercy, remembered the Germans in America, who, living scattered in this extensive country, seldom had an opportunity to hear the gospel of a crucified Savior preached to them in their native language.

Among others, he raised up William Otterbein and Martin Boehm, in the State of Pennsylvania, and George A. Guething, in the State of Maryland, armed them with spirit, grace, and strength to labor in his neglected vineyard, and to call, among the Germans in America, sinners to repentance. These men obeyed the call of their Lord and Master. Their labors were blessed, and they established in many places excellent societies and led many precious souls to Jesus Christ. Their sphere of action spread more and more, so that they found it necessary to look about for more fellow-laborers to toil in the vineyard of the Lord; for the harvest was great and the laborers were few. The Lord called others, who were willing to devote their strength to his service. Such persons were accepted by one or another of the preachers as fellow-laborers.

The number of members in the society in different parts of the country continued to increase as time passed, and the gracious work of reformation spread through the States of Pennsylvania, Maryland, and Virginia. Several great meetings were appointed and held annually. On such occasions Otterbein would hold particular conversations with the preachers then present, and represent to them the importance of the ministry and the necessity of

their utmost endeavors to save souls. At one of these meetings it was resolved to hold a conference of all the preachers, in order to consider in what manner they might be most useful.

The first conference was held in the city of Baltimore, Maryland, in the year of our Lord 1789. The following preachers were present:

William Otterbein,	Adam Lehman,
Martin Boehm,	John Ernst,
Geo. A. Guething,	Henry Weidner.

Christian Newcomer.

The second conference was held in Paradise Township, York County, Pennsylvania, at the house of Brother John Spangler, in the year of our Lord 1791. The following preachers were present:

William Otterbein,	John Ernst,
Martin Boehm,	J. G. Pfrimmer,
Geo. A. Guething,	John Neidig,
Christian Newcomer,	Benedict Sanders,

Adam Lehman.

After mature deliberations as to how they might labor most usefully in the vineyard of the Lord, they again appointed as fellow-laborers such as they had come to believe had experienced true religion in their souls.

Meantime, the number of members continued to increase, and the preachers were obliged to appoint an annual conference, in order to unite themselves more closely and to labor more successfully in the vineyard of the Lord; for some had been Presbyterians or German Reformed, some Lutherans, and others Mennonites. They accordingly appointed a conference to be held on the 25th of September, 1800, in Frederick County, Maryland, at the house of Brother Frederick Kemp. The following preachers were present:

William Otterbein,	Christian Krum,
Martin Boehm,	Henry Krum,
Geo. Guething,	John Hershey,
Christian Newcomer,	Jacob Geisinger,
Adam Lehman,	Henry Boehm,
Abraham Troxel,	Dietrich Aurand,

J. G. Pfrimmer.

There they united themselves into a society which bears the name "UNITED BRETHREN IN CHRIST," and elected WILLIAM OTTERBEIN and MARTIN BOEHM as superintendents, or bishops, and agreed that each of them should have liberty as to the mode of baptism, to administer it according to his own convictions.

From this time, the society increasing still more and more, preachers were appointed to travel regularly, as the number of preaching-places could not otherwise be supplied. The work soon extended into the States of Ohio and Kentucky. It then became necessary to appoint a conference in the State of Ohio, because it was thought too laborious for the preachers who labored in those States to travel annually such a great distance to conference.

Meantime, MARTIN BOEHM and GEORGE A. GUETHING died, and BISHOP OTTERBEIN desired that another bishop should be elected (because infirmity and old age would not permit him to superintend any longer,) who should take charge of the society, and preserve discipline and order. It was resolved at a former conference that whenever one of the bishops died another should be elected in his place. Accordingly, CHRISTIAN NEWCOMER was elected bishop, to take charge of and superintend the concerns of the society.

The want of a book of discipline in the society had long been deeply felt. Partial attempts to provide one had been made at different times. Hence it was resolved, at the conference held in the State of Ohio, that a General Conference should be held, in order to provide the same, in a manner not derogatory to the Word of God. The members of this conference were to be elected from among the preachers in the different parts of the country by a vote of the society in general. The following brethren were duly elected:

CHRISTIAN NEWCOMER,	DANIEL TROYER,
ABRAHAM HIESTAND,	GEORGE BENEDUM,
ANDREW ZELLER,	ABRAHAM TROXEL,
CHRISTIAN BERGER,	HENRY G. SPAYTH,
ABRAHAM MAYER,	I. NISWANDER,
JOHN SCHNEIDER,	CHRISTIAN KRUM,
HENRY KUMLER,	JACOB BOWLUS.

The conference convened on the 6th of June, 1815, near Mt. Pleasant, Westmoreland County, Pennsylvania. After

mature deliberation, they presented to their brethren a Book of Discipline, containing the doctrine and rules of the Church, desiring that these, together with the Word of God, should be strictly observed, and admonishing the membership in the following manner:

God is a God of order; but where there is no order and no church discipline, the spirit of love and charity will be lost.

Therefore, brethren, we beseech you to follow the example of our Lord, as it is written, "Be kindly affectioned one to another with brotherly love; in honor preferring one another." Let the mind be in you which was in Christ, who took upon him the form of a servant, humbled himself, and became obedient unto death, even the death of the cross, that by his grace we may submit ourselves one to another in the fear of God. He who will not submit is in want of humble love. Jesus said, "Whosoever of you will be the chiefest, shall be servant of all." "By this shall all men know that ye are my disciples, if ye have love one to another." "He that loveth not his brother abideth in death." Let us walk in newness of life, that the prayer of our Lord may be answered in us; that we may be one in him, and that he may give us the glory which he gave to his disciples, that we may be one, even as he and the Father are one. Therefore, beloved brethren, let us strive to be like-minded, having the same love, being of one accord, of one mind. Let no one speak or think evil of his brother but pray God that he may grant us his spirit, and an earnest desire to lead a truly devoted life, to the honor and glory of his holy name. Amen.

EDITORS' NOTE.—The foregoing account of the origin of the CHURCH OF THE UNITED BRETHREN IN CHRIST appeared in the Discipline of 1815, the first Discipline published. Only the slightest changes in phraseology, as the years have passed, have been made. The place of the Conference of 1800, given as Frederick Kemp's, is the same as the residence of Peter Kemp, as in the history of the United Brethren Church, the two men being father and son, and the farm passing from the possession of one to that of the other. The present Discipline contains the Confession of Faith and the Constitution as amended according to the action of the General Conference of 1885, and approved and confirmed by the General Conference of 1889. The Confession of Faith appeared in its first printed form in 1815. The Constitution, in its earlier form, was adopted in 1841.

CHAPTER II.

Confession of Faith.

In the name of God, we declare and confess before all men the following articles of our belief:

Article I.—Of God and the Holy Trinity.

We believe in the only true God, the Father, the Son, and the Holy Ghost; that these three are one—the Father in the Son, the Son in the Father, and the Holy Ghost equal in essence or being with the Father and the Son.

Article II.—Of Creation and Providence.

We believe that this triune God created the heavens and the earth, and all that in them is, visible and invisible; that he sustains, protects, and governs these, with gracious regard for the welfare of man, to the glory of his name.

Article III.—Of Jesus Christ.

We believe in Jesus Christ; that he is very God and man; that he became incarnate by the power of the Holy Ghost and was born of the Virgin Mary; that he is the Savior and Mediator of the whole human race, if they with full faith accept the grace proffered in Jesus; that this Jesus suffered and died on the cross for us, was buried, rose again on the third day, ascended into heaven, and sitteth on the right hand of God, to intercede for us; and that he will come again at the last day to judge the living and the dead.

Article IV.—Of the Holy Ghost.

We believe in the Holy Ghost; that he is equal in being with the Father and the Son; that he convinces the world of sin, of righteousness, and of judgment; that he comforts the faithful and guides them into all truth.

Article V.—Of the Holy Scriptures.

We believe that the Holy Bible, Old and New Testaments, is the word of God; that it reveals the only true

way to our salvation; that every true Christian is bound to acknowledge and receive it by the help of the Spirit of God as the only rôle and guide in faith and practice.

Article VI.—Of the Church.

We believe in a holy Christian church, composed of true believers, in which the word of God is preached by men divinely called, and the ordinances are duly administered; that this divine institution is for the maintenance of worship, for the edification of believers, and the conversion of the world to Christ.

Article VII.—Of the Sacraments.

We believe that the sacraments, baptism and the Lord's Supper, are to be used in the Church, and should be practiced by all Christians; but the mode of baptism and the manner of observing the Lord's Supper are always to be left to the judgment and understanding of each individual. Also, the baptism of children shall be left to the judgment of believing parents.

The *example* of the washing of feet is to be left to the judgment of each one, to practice or not.

Article VIII.—Of Depravity.

We believe that man is fallen from original righteousness, and, apart from the grace of our Lord Jesus Christ, is not only entirely destitute of holiness, but is inclined to evil, and only evil, and that continually; and that except a man be born again he cannot see the kingdom of heaven.

Article IX.—Of Justification.

We believe that penitent sinners are justified before God only by faith in our Lord Jesus Christ, and not by works; yet that good works in Christ are acceptable to God, and spring out of a true and living faith.

Article X.—Of Regeneration and Adoption.

We believe that regeneration is the renewal of the heart of man after the image of God, through the word, by the act of the Holy Ghost, by which the believer receives the spirit of adoption, and is enabled to serve God with the will and the affections.

Article XI.—Of Sanctification.

We believe that sanctification is the work of God's grace, through the word and the Spirit, by which those who have been born again are separated in their acts, words, and thoughts from sin, and are enabled to live unto God, and to follow holiness, without which no man shall see the Lord.

Article XII.—Of the Christian Sabbath.

We believe that the Christian Sabbath is divinely appointed; that it is commemorative of our Lord's resurrection from the grave and is an emblem of our eternal rest; that it is essential to the welfare of the civil community, and to the permanence and growth of the Christian church, and that it should be reverently observed as a day of holy rest and of social and public worship.

Article XIII.—Of the Future State.

We believe in the resurrection of the dead; the future general judgment; and an eternal state of rewards, in which the righteous dwell in endless life, and the wicked in endless punishment.

CHAPTER III.

CONSTITUTION.

IN the name of God, we, the members of the CHURCH OF THE UNITED BRETHREN IN CHRIST, for the work of the ministry, for the edifying of the body of Christ, for the more speedy and effectual spread of the gospel, and in order to produce and secure uniformity in faith and practice, to define the powers and business of the General Conference as recognized by this Church, and to preserve inviolate the popular will of the membership of the Church, do ordain this CONSTITUTION:

Article I.

SECTION 1. All ecclesiastical power herein granted to enact or repeal any rule or rules of Discipline is vested in a General Conference which shall consist of elders and laymen elected in each annual-conference district throughout the Church. The number and ratio of elders and laymen, and the mode of their election, shall be determined by the General Conference.

Provided, however, That such elders shall have stood as elders in the conferences which they are to represent for no less time than three years next preceding the meeting of the General Conference to which they are elected; and that such laymen shall be not less than twenty-five years of age, and shall have been members of the Church six years, and members in the conference districts which they are to represent at least three years next preceding the meeting of the General Conference to which they are elected.

SEC. 2. The General Conference shall convene every four years, and a majority of the whole number of delegates elected shall constitute a quorum.

SEC. 3. The ministerial and lay delegates shall deliberate and vote together as one body; but the General Conference shall have power to provide for a vote by separate orders whenever it deems it best to do so; and in such cases the concurrent vote of both orders shall be necessary to complete an action.

SEC. 4. The General Conference shall at such session, elect bishops from among the elders throughout the Church who have stood six years in that capacity.

SEC. 5. The bishops shall be members *ex officio* and presiding officers of the General Conference; but in case no bishop be present, the Conference shall choose a president *pro tem.*

SEC. 6. The General Conference shall determine the number and boundaries of the annual conferences.

SEC. 7. The General Conference shall have power to review the records of the annual conferences and see that the business of each annual conference is done strictly in accordance with the Discipline, and approve or annul, as the case may require.

SEC. 8. The General Conference shall have full control of the United Brethren Printing Establishment, the Home Missionary Society and the Foreign Missionary Society (legal successors to the Home, Frontier, and Foreign Missionary Society of the United Brethren in Christ), the Church Erection Society, the general Sabbath School Board, the Board of Education, and the Bonebrake Theological Seminary. It shall also have power to establish and manage any other organization or institution within the Church which it may deem helpful in the work of evangelization.

SEC. 9. The General Conference shall have power to establish a court of appeals.

SEC. 10. The General Conference may—two-thirds of the members elected thereto concurring—propose changes in, or additions to the Confession of Faith; provided, that the concurrence of three-fourths of the annual conferences shall be necessary to their final ratification.

Article II.

The General Conference shall have power as provided in Article I., Section 1, of this Constitution, to make rules and regulations for the Church; nevertheless, it shall be subject to the following limitations and restrictions:

SECTION 1. The General Conference shall enact no rule or ordinance which will change or destroy the Confession of Faith, and shall establish no standard of doctrine contrary to the Confession of Faith.

SEC. 2. The General Conference shall enact no rule which will destroy the itinerant plan.

SEC. 3. The General Conference shall enact no rule which will deprive local preachers of their votes in the annual conferences to which they severally belong.

SEC. 4. The General Conference shall enact no rule which will abolish the right of appeal.

Article III.

SECTION 1. We declare that all secret combinations which infringe upon the rights of those outside their organization and whose principles and practices are injurious to the Christian character of their members are contrary to the Word of God, and that Christians ought to have no connection with them.

The General Conference shall have power to enact such rules of discipline with respect to such combinations as in its judgment it may deem proper.

SEC. 2. We declare that human slavery is a violation of human rights and contrary to the Word of God. It shall therefore in no wise be tolerated among us.

Article IV.

The right, title, interest, and claim of all property, both real and personal, of whatever name or description, obtained by purchase or otherwise, by any person or persons, for the use, benefit, and behoof of the Church of the United Brethren in Christ, are hereby fully recognized, and held to vest in the Church aforesaid.

Article V.

SECTION 1. Amendments to this Constitution may be proposed by any General Conference,—two-thirds of the proposed by any General Conference—two-thirds of the shall be submitted to a vote of the membership throughout the Church, under regulations authorized by said conference.

A majority of all the votes cast upon any submitted amendment shall be necessary to its final ratification.

SEC. 2. The foregoing amended Constitution shall be in force from and after the first Monday after the second Thursday of May, 1889, upon official proclamation thereof by the board of bishops; provided that the General Conference elected for 1889 shall be the lawful legislative body under the amended Constitution, with full power, until its final adjournment to enact such rules as this amended Constitution authorizes.

PART II

Membership, Government, and Ministry

CHAPTER IV.

MEMBERS.

SECTION I.

RECEPTION OF MEMBERS.

1. When at any meeting there are persons who desire to unite with the Church, the officiating minister shall call the applicants forward and address them as follows:

DEAR FRIENDS: Inasmuch as you present yourselves for admission into the Church of the United Brethren in Christ, we rejoice with you that through the grace of God you have been brought to a knowledge of the truth, and have been made partakers of his great salvation. The privileges you seek are above price, and the duties enjoined are solemn. It is proper that you publicly confess your faith and avow your purpose by answering the following questions:

Questions to Applicants.

2. (1) Do you believe the Bible to be the word of God, and that therein only is contained the knowledge of the way of salvation?

(2) Do you believe that Jesus Christ is the Son of God, and do you accept him as your personal Savior?

(3) Are you determined by the grace of God to follow Christ, renouncing the world and all ungodliness, seeking to lead a life of holiness and devotion to God and his cause?

(4) Are you willing to be governed by our Church Discipline?

(5) Will you contribute to the support of the gospel as God prospers you?

(6) Have you been baptized?

[If the answer to this question be in the negative, then the applicant shall be instructed to attend to the duty as soon as practicable.]

Acceptance of Applicants.

3. If the persons answer the above questions in the affirmative, and no lawful objections be made by any mem-

ber, then the preacher shall give his right hand to such persons as members of our Church. Then the members of the Church will stand, and the minister will repeat this covenant, as follows: "Do you, the members of the Church of the United Brethren in Christ, enter into a covenant with this applicant [or these applicants] for membership, and promise to watch over, instruct, counsel, and cherish him [or her or them] with all long-suffering, gentleness, and love?" The Church will then answer, "By the grace of God, we will." After which the hand of fellowship may be extended. The preacher shall then register the names of the accepted members in the Church record.

Committee on Applicants for Membership.

4. A local church, when it deems it advisable for its protection against imposition, may appoint a committee on applicants for membership, who, together with the pastor, may make inquiry as to the advisability of admitting such applicants to membership in the Church according to the foregoing requirements.

Receiving Children.

5. Believing, according to the teaching of Jesus, that little children are in the kingdom of heaven, pastors are authorized to enroll children under the watch care of the Church when parents so desire, and to receive into full membership children who publicly confess Christ as their Savior.

Pastors are required to instruct children in the Word of God and the principles and duties of the Christian life.

Receiving Persons from Other Churches.

6. When persons come to us with certificates of good standing in other recognized evangelical churches, they shall answer the fourth and fifth questions affirmatively, and the hand of fellowship may be given them as in other cases.

Seekers.

7. Any persons giving evidence that they are sincerely seeking the Lord may be received under the watch care of the Church by having their names placed upon the church book, but shall not be reported as members, nor shall they have a vote in the Church until they shall have conformed to the conditions in this section relating to the reception of members.

8. If any person thus received under the watch care of the Church shall cease to manifest a desire to seek the Lord, the preacher in charge, by the consent of the local church or the official board, may, at any time, after personal but unsuccessful labor for his salvation, drop the name of such seeker.

Preacher's Responsibility.

9. Any preacher refusing or neglecting to ask the foregoing questions, except in the case of children, or who shall receive members into the Church in violation of this order, shall be answerable for the same to the conference of which he is a member.

Section II.

DUTIES OF MEMBERS.

Means of Grace.

1. Every member shall endeavor to lead a godly life; observe the ordinances of God's house, namely, baptism and the remembrance of the sufferings and death of our Lord Jesus Christ; be diligent in prayer, particularly in private, and for his own edification attend our prayer meetings, class-meetings, and meetings for public worship.

Family Piety.

2. Heads of families should never omit to pray with their families, morning and evening, and to set them a good example in all the Christian virtues.

Singing.

3. It is the duty of all the people of God to sing his praises, and to sing them in the great congregation as well as in the private circle. It is therefore earnestly advised that all our people cultivate vocal music so that the singing in our congregations may be improved. As a help to this end, let all our people provide themselves with hymn-books for use in public and social worship.

Love to Others.

4. Every one should strive to walk as in the presence of God, and accustom himself to a close communion with God in all his employments. He should never speak evil of his fellow men, but practice love toward friend and foe,

do good to the poor, and endeavor to be a follower of Jesus Christ indeed.

Sabbath Observance.

5. Every one shall keep the Sabbath day holy, as required in the Word of God; neither buy nor sell, but spend the same in exercises of devotion, in reading and hearing the Word of God, and in singing spiritual hymns to the honor and glory of God.

Obedience to Government.

6. It is the duty of every member to lead a quiet, peaceable, and godly life among men; as it becomes a Christian to live in peace and be subject to the higher or ruling powers, as the Word of God requires.

Sunday Schools.

7. It is the duty of our members to encourage our Sunday schools by their presence, and always to give them their aid and influence.

Young People's Society.

8. It is the duty of the young members of the Church to join the Young People's society and by faithfulness to its requirements seek to develop Christian character and efficiency in Christian work.

Support of the Gospel.

9. It is the duty of all members of the Church to pay toward the support of the itinerant ministry, weekly, monthly, or quarterly, in proportion to their ability, as God has prospered them; for the Lord hath ordained that they who preach the gospel shall live of the gospel. (I. Cor. 9:14; I. Tim. 5:18.) It is earnestly urged that all our people practice the Bible method of weekly contributions. "Upon the first day of the week let every one of you lay by him in store, as God hath prospered him." (I. Cor. 16:2.)

Delinquent Members.

10. Any member refusing to pay toward the support of the Church may be reported by the steward to the class or official board, and, if refusal is persisted in, may be suspended or expelled, as the local church or official board may determine. In case a member is suspended, all his privileges

and functions as a member of the Church cease during such suspension.

Support of General Interests.

11. It is also the duty of all our members to contribute, according to their ability, to the support of the various benevolent interests of the Church.

Receiving Ministers.

12. It is the duty of all districts, stations, circuits, and missions cheerfully to receive the preachers appointed by the stationing committees of the respective conferences.

Care of the Poor.

13. Each member of our Church should willingly and freely contribute quarterly, or oftener if need be, as God has prospered him (I. Cor. 16:2), to the support of the helpless poor.

14. When it is known by any of our class-leaders that there are poor members of the class, who by sickness, accident, or other circumstances have been brought to want, it shall be the duty of the leader in charge to wait upon the class, or to appoint some one to do so, to ask such aid, money, clothing, or produce, as the circumstances may require. Should any one class be unable to relieve its poor, this shall then be made known to the pastor, whose duty it shall be to inform the different classes on his charge; and if it should so happen that any one charge should be unable to meet the wants of the poor, it shall be the duty of the conference superintendent to present the matter to the quarterly conferences of the different charges, so that the unavoidably poor of our Church may be provided for. (I. John 3:17; Ps. 12:1, 2.)

Nonconformity to the World.

15. Inasmuch as the Lord has commanded us not to be conformed to this world (Rom. 12:2), but to lay apart all filthiness and superfluity of naughtiness (Jas. 1:21), and as the principles of the Christian religion, as taught by both the precepts and example of the meek and adorable Savior, are in strict and perfect accordance with these commandments, we therefore humbly beseech and admonish the members of our Church to observe these divine precepts. "In like manner, also, that women adorn themselves in

modest apparel, with shamefacedness and sobriety; not with broidered hair, or gold, or pearls, or costly array; but (which becometh women professing godliness) with good works" (I. Tim. 2:9, 10); and "whose adorning let it not be that outward adorning of plaiting the hair, and of wearing of gold, or of putting on of apparel; but let it be the hidden man of the heart, in that which is not corruptible, even the ornament of a meek and quiet spirit, which is in the sight of God of great price" (I. Pet. 3: 3, 4).

Necessity of Union Among Ourselves.

16. Let us be deeply sensible of the evil of a division in principle, spirit, or practice, and of its dreadful consequences to ourselves and others. If we are united, what can stand before us? If we are divided, we shall injure ourselves, the work of God, and the souls of men. Therefore,

(1) Let us be deeply convinced of the absolute necessity of union.

(2) Let us pray earnestly for one another, and speak truly and freely to one another.

(3) When we meet, let us not part without prayer, if prayer is at all practicable.

(4) Let us take great care not to despise one another's gifts.

(5) Let us never speak lightly of one another.

(6) Let us defend one another's character in everything, as far as is consistent with truth.

(7) Let us labor, in honor each preferring another before himself.

(8) Let us seriously examine the causes, evils, and cures of heart and church divisions.

Duty of Obedience.

17. The foregoing rules are drawn up for the better regulation of our Church, and we believe that they are founded upon the Word of God, and that their observance is incumbent upon all members. Should any violate or habitually neglect these rules, they shall be admonished to reformation by their respective class-leaders, and should they not reform, they shall be suspended or expelled, as the case may require, by vote of the local church or official board.

Section III.

TRIAL OF MEMBERS.

Personal Trespass.

1. When members trespass against one another, let the following directions be followed:

"If thy brother shall trespass against thee, go and tell him his fault between thee and him alone; if he shall hear thee, thou hast gained thy brother. But if he will not hear thee, then take with thee one or two more . . . And if he shall neglect to hear them, tell it unto the church; but if he neglect to hear the church, let him be unto thee as an heathen man and a publican" (Matt. 18: 15-17); that is, he shall be expelled by the local church or official board.

Immoral Conduct.

2. In case of a member accused of immoral conduct, the class or official board shall appoint one or more to visit the accused person, and if possible reclaim him; but if unsuccessful, and the guilt be denied, he shall be tried by a committee of said class or board chosen by the parties concerned, with the preacher in charge of the circuit or station as chairman; and, if found guilty, the accused shall be expelled unless satisfaction be given. If the accused refuse to choose his committeeman when properly notified, the quarterly conference shall choose a second person, and these two a third, which committee shall try the case and decide. Yet cases may occur where it would be expedient to choose a committee from some other class or classes than the one to which the parties belong, in which case it shall be lawful to do so. Also, an elder may be chosen as chairman, should the preacher in charge deem this to be best. Should any member be dissatisfied with the decision, an appeal may be had to the quarterly conference, by giving notice thereof to the preacher in charge, or secretary of the committee. (See Chapter X., Section I.) In such cases, however, the same persons shall not sit in judgment on the same case.

Disobedience to the Order of the Church.

3. In cases of neglect of duty of any kind, imprudent conduct, indulging sinful tempers or words, or disobedience to the order and discipline of the Church: First, let private reproof be given by the preacher or leader; and if

there be an acknowledgment of the fault, proper humiliation, and a promise to reform, the person may be borne with. On a second offense, the preacher or leader shall take with him one or two faithful members. On a third offense, let the case be brought before the local church, official board, or a select committee; and if there be no satisfactory humiliation, the offender shall be expelled by vote of the local church or official board. In case the accused shall deny his guilt and demand a trial, and there be a reasonable doubt or question about his guilt, he shall be tried by a committee, and, if found guilty, he shall be expelled. In case of trial under this clause, the leader shall act in behalf of the local church; or, if the leader be the offender, the steward shall act as prosecutor.

Disputes.

4. In case of a dispute between members or preachers, the preacher to whom it shall be known shall inquire into the circumstances of the case, and, if necessary, shall recommend to the contending parties a reference to a committee consisting of one arbiter chosen by the plaintiff, and another by the defendant, and a third by these two; then these three are to decide. But, if the preacher to whom the dispute is known shall refuse or neglect to act, then the quarterly conference shall appoint some one to carry out the rule; and, if either or both disputants refuse to choose an arbiter, the quarterly conference shall appoint the first and second, and these two a third, who shall hear the case and decide.

Right of Appeal.

5. Should either party be dissatisfied with the decision, an appeal may be taken to the next quarterly conference for a second arbitration, where each party shall choose two arbiters, and the four shall choose a fifth, a decision of a majority of whom shall be final. Any member refusing to abide by this decision shall be expelled without further trial. Members of the church or congregation who are present at a local church trial, but take no part in said trial, are not disqualified because of said presence from sitting on the case, if an appeal is taken from the decision reached by said church.

Going to Law Forbidden.

6. Any member refusing, in case of debt or dispute, to refer the matter to arbitration when recommended to him by a preacher or leader, or who shall enter into lawsuit with another member before these measures are taken, shall be dealt with as in case of other immoralities, except when the case is of such a nature as to require and justify a process at law, as in acting as administrators, or when a member is in danger, by delay, of suffering a loss of property.

Record of Trials.

7. A faithful record of the proceedings of any church trial conducted in a local church shall be kept by the church clerk in a book provided for that purpose; and it shall be his duty, in case of an appeal, to furnish his record to the quarterly conference.

Order in Trials.

8. All church trials shall be conducted in a consistent Christian manner, without the employment of magistrates and attorneys to administer oaths and conduct investigations.

SECTION IV.

TRANSFER AND WITHDRAWAL OF MEMBERS.

Certificate of Transfer of Members.

1. When a member of our Church removes from one pastoral charge to another, he shall obtain a certificate of transfer by a majority vote of the membership, or official board, of the local church of which he is a member, signed by the pastor, or if there is no pastor, by the class-leader, the certificate to be in the form of No. 1, Section I., Chapter XXXII., of our Book of Discipline.

A footnote shall be subjoined to all certificates of transfer, as follows:

NOTE.—This is not a letter of dismissal from our Church, and it does not terminate the connection of the member with the local church which grants the transfer until it is deposited with another church.

Transfer of Non-Resident Members.

2. In case any member of our Church who does not reside in reach of a local church shall make application to

the pastor for a certificate of transfer, the pastor may issue such certificate to said member if his Christian life is known to be good, and he has settled all his church dues, subscriptions, and assessments.

Notice of Forwarding Certificates.

3. The pastor who issues a certificate of transfer as provided in either of the preceding sections shall, if practicable, forward such certificate, with proper notice and explanation to the pastor of the charge to which the member receiving the certificate shall remove. In case we have no church in the locality to which a member removes, the pastor shall report the name to the conference superintendent, or bishop, or home missionary secretary.

Notice of Reception of Members on Certificate.

4. When a pastor shall have received a member on a certificate of transfer, he shall notify the pastor, or class-leader, of the local church from which it was issued, and said pastor, or leader, shall enter on the church record opposite the name of the transferred member, the words, "Removed by certificate of transfer."

Certificate of Recommendation.

5. When a member of our Church shall remove from one of our pastoral charges to another, and shall make application to the pastor for a letter of recommendation by which he may unite either with one of our local churches or with another evangelical church, said member may be entitled to receive such certificate of recommendation by a majority vote of the membership, or official board of the local church of which he is a member, signed by the pastor, or, if there is no pastor, by the class-leader; provided, that the good standing of said member is evidenced by the settlement of all his church dues, subscriptions, and assessments, and by his observance of the rules of our Church pertaining to the "Duties of Members" contained in Section II., Chapter IV., of our Discipline, said certificate to be in the form of No. 2, Section I., Chapter XXXII., of our Discipline.

Limitation of Certificates.

6. A certificate issued to a member of our Church as provided in either of the preceding sections must be pre-

sented to some local church, or returned to the church by which it was granted, within eighteen months; otherwise it becomes null and void.

Amenability of Certified Member.

7. A member receiving a certificate of transfer, or recommendation, is amenable to the local church by which it was granted until said certificate is deposited with some other local church, or until the certificate expires by limitation.

Disposal of Delinquent Non-Resident Members.

8. In case a member moves from a pastoral charge and fails to report to the local church of which he is a member, at least once each conference year, he may be marked "Removed without certificate."

Certificate of Withdrawal.

9. If a member of our Church desires to withdraw from the Church, and his Christian life has been good, and he has settled all his church dues, subscriptions, and assessments, he shall be entitled to a certificate of honorable withdrawal from the Church by a majority vote of the membership, or official board of the local church of which he is a member, signed by the pastor, or, if there is no pastor, by the class-leader, said certificate to be in the form of No. 3, Section I., of Chapter XXXII., of our Discipline.

Membership of Preachers.

10. An annual-conference member may be received into a class on his ministerial credentials, provided said credentials are held in force by the conference to which he is amenable.

Membership of Preachers Required.

11. All quarterly- and annual-conference preachers are required to hold membership in some local church and upon neglect or refusal to do so shall lose their official relation.

CHAPTER V.

Government of the Church.

Section I.

CLASSES.

Local Church Organization.

1. A LOCAL church of the United Brethren in Christ may be organized, where not already established, by any regularly authorized minister or missionary of the denomination, who shall enroll the names of not less than five resident persons in a book of record, giving to each the right hand of fellowship, and causing one or more class-leaders to be elected and appointing one or more stewards.[1]

Division into Classes.

2. A local church may be divided into two or more classes, if deemed proper to do so, by the pastor and official board. In all cases, each class shall elect its own leader, near the close of each official year. After such division the word "class" shall denote only a section of the local church.

Disbanding Classes.

3. When a quarterly conference deems it impracticable to maintain the organization of a church in any place, the remaining members shall be transferred by the pastor to such class as they may desire.

Section II.

CLASS-LEADERS.

Qualifications.

1. It shall be the leader's duty to live a pious life and set a godly example before his class; carefully to study

[1]NOTE.—Until the congregation thus constituted becomes so large as to require dividing into classes or sections, for purposes of convenience and efficiency, the words "church," "congregation," and "class" shall denote the same aggregate church membership.

the Holy Scriptures, fully qualifying himself for the faithful performance of his duties as a leader and counselor of his class.

Holding Meetings.

2. It shall be his duty to meet his class in class-meeting or prayer-meeting as often as practicable, to speak to them concerning their spiritual welfare, and to exhort them to unity and love. He shall extend the freedom of our prayer- and class-meetings to all sincere and well-disposed persons who may desire to attend them.

Visiting the Sick and Delinquent.

3. When any of his members are sick, or delinquent in the performance of their duties, he shall visit them and labor with them as circumstances may require, or arrange for some one else to do so.

Class Record.

4. He shall keep a record of the members of the class, and shall make regular reports of his work and the condition of his class to the official board and quarterly conference.

Dismissal for Delinquency.

5. Any class-leader failing to discharge these duties may, on complaint, be removed by the quarterly conference.

Section III.

CLASS-STEWARDS.

1. Every church may have one or more class-stewards, to be chosen as provided for in Chapter VII., Section II., paragraph 4.

Contributions to Budget.

2. All members shall contribute weekly, through envelopes, to the local budget. It shall be the duty of the financial secretary to receive the envelopes, keep a correct record of names and amounts paid, and report the same to the official board monthly. He shall furnish each steward, at the end of each month, a list of the names of those who are delinquent in payment, with statement of the amount due from each. The stewards shall then endeavor to secure prompt payment of any deficits.

In case of circuits, where weekly services are not held, the contributions to the local budget shall approach the weekly method as nearly as possible. The stewards shall keep an accurate account of the payments made by their respective lists of members, and shall report the same monthly to the financial secretary, who shall report to the quarterly conference.

Elements for the Lord's Supper.

3. It shall also be the duty of stewards to provide the elements for the sacrament of the Lord's Supper, always securing unfermented wine.

Dismissal for Delinquency.

4. For the faithful discharge of their duties as stewards, they shall be accountable to the quarterly conference, which shall have power to dismiss them for official delinquency.

Section IV.

CHURCH DEACONS.

Every church may have one or more deacons, who shall be elected annually by vote of the church. The duties of a deacon shall be to collect funds for the needy, as provided for in Chapter IV., Section II., paragraph 14, of the Discipline, under Duties of Members, and disburse the same under the direction of a committee appointed by the official board, or, where the local church board is not organized, under the direction of the pastor.

Section V.

CHURCH CLERK.

A church clerk may be elected by the local church or official board, who shall be the pastor's clerical assistant and work under his direction.

Section VI.

OFFICIAL BOARDS.

1. The properly recognized members of the quarterly conference shall be the members of the official board of each local church. On circuits the official board of each

church shall have power to transact its business, the same as the official boards of stations.

2. The pastor shall be the president of the board; in his absence one of the members shall be elected president *pro tem.* The sessions shall begin and close with devotional exercises.

3. The board shall elect a secretary, who shall keep a record of its proceedings.

4. The financial secretary, elected by the quarterly conference, may be also the church treasurer. The treasurer shall receive all moneys that have been collected from class-stewards, or otherwise, and receipt therefor, and said treasurer shall pay out all moneys in his hands as the official board may direct.

5. The official board shall receive statements of all subscriptions and moneys received and disbursed for the interest of the local church; and all persons intrusted with moneys or subscriptions, whether trustees, stewards, the treasurer, or others, shall report the same to the official meeting as soon as possible.

6. It shall receive from each class-leader a statement in reference to the religious condition of his class.

7. The official boards shall be the estimating committee of the charge, unless otherwise specifically ordered by the quarterly conference, as provided in Chapter V., Section VII., paragraph 13; and said committee shall meet the pastor as soon as practicable after the annual conference, and make out an estimate of the expenses of the charge for the year—the preacher's salary, the conference superintendent's salary, sexton hire, cost of light, fuel, insurance, and any other ordinary expenses incident to the year's general account. An estimate of preacher's salary for the ensuing year may be made by said committee prior to the close of the conference year. It shall also determine how these funds are to be secured—whether by assessments or subscription, and whether by envelope collections made weekly or by the class-stewards, or both,—what per cent. is to be devoted to the salaries of the preacher and the conference superintendent; and what per cent. to the current expenses of the charge.

8. The official board shall revise the church records, as provided in Chapter VII., Section II., paragraph 3, and shall be the body to grant transfers and dismissals from the Church.

9. The official board on stations shall meet once a month, and on circuits at the call of the pastor.

10. The official board may appoint an executive council, of which the pastor shall be chairman, to act for the church in matters committed to it.

Review by Quarterly Conference.

11. The acts of the official boards shall be approved by the quarterly conference.

Section VII.

QUARTERLY CONFERENCE.

Members.

1. The members of the quarterly conference shall be the superintendent of the district, the preacher in charge, and all properly recognized preachers, deaconesses, class-leaders, class-stewards, and all other stewards whose appointments have been ratified by the quarterly conference, presidents of Women's Aid societies, church clerks properly recognized by the church, official board, or quarterly conference, presidents of local Women's Missionary associations, church treasurers, trustees of church and parsonage houses, superintendents of Sunday schools, presidents of Young People's societies organized in harmony with the provisions of Discipline, superintendents of Junior and Intermediate societies when similarly organized, presidents of Brotherhoods, all treasurers of Women's Aid societies, Women's Missionary societies, Young People's societies, Sunday schools, Brotherhoods, and Otterbein Guilds, when said persons are members of the Church of the United Brethren in Christ and reside within the bounds of the station or circuit, or hold membership therein. Such members as are present at any regular meeting shall constitute a quorum for the transaction of business. The quarterly conference shall open and close with prayer. The quarterly conference shall be amenable to the annual conference for its official acts.

Duties and Powers.

2. In the absence of the conference superintendent, the quarterly conference shall elect a chairman *pro tem.*, whose official acts shall be valid.

3. It shall elect a secretary, whose duty it shall be to keep a correct record of all its proceedings in a book provided for that purpose, in which the names of all the members composing the said conference shall be entered.

4. It shall make inquiry into the moral deportment and official character of all its members.

5. On stations, it shall elect, at the last quarterly conference of the year, one or more church treasurers.

6. It shall enforce discipline in all the classes under its jurisdiction, but in no case disorganize a class unless the preliminary steps have been taken as required in Chapter V., Section I., paragraph 3.

7. It shall hear the reports of the stewards, and make settlements with the pastor.

Appeals and Trials.

8. It shall receive and try all appeals, references, and complaints that may come regularly before it; but no member of quarterly conference can be suspended or expelled from the Church prior to a committee trial.

Licensing Preachers.

9. It shall have power to grant license to preach according to the provisions of Chapter VI., Ministry of the Church.

Renewing Licenses.

10. It shall renew the license of quarterly-conference preachers annually, if they are found worthy.

Recommending to the Annual Conference.

11. The quarterly conference may recommend to the annual conference licentiates of one or more years' standing, who have completed the course of reading required.

Financial Secretaries.

12. The quarterly conference, at its last session in each year, shall elect by ballot a financial secretary for the charge, whose duty it shall be to assist the class-stewards in securing the local budget, and to receive and audit the stewards' reports.

Circuit Finance Committee.

13. In cases of circuits, the quarterly conference may, at its last session for the year, appoint a finance committee, which committee shall meet at the time and place

specified by the preacher appointed to the charge for the ensuing year, and make out an estimate of the regular expenses, including the conference assessment for superintendent's salary, and apportion the same to the different appointments according to their respective ability, and report the same to the quarterly conference for ratification. This committee shall also serve as an executive committee for the quarterly conference during the year in all matters of finance.

Apportionment to the Members.

14. As soon as convenient after each class has received its apportionment, on the call of the pastor, the official members shall meet and make a distribution of the apportionment, including the assessment for conference superintendent, to the members severally, according to their ability, to be paid quarterly, monthly, or oftener; provided, however, that it shall be the privilege of any class to collect the amount apportioned to it by subscription or otherwise.

Place of Meeting.

15. The quarterly conference shall determine its places of meeting.

Appeals.

16. Any preacher dissatisfied with the decision of a quarterly conference shall, within thirty days after the quarterly conference, notify the secretary, in writing, of his intention to appeal, together with his reasons for so doing; and it shall be the duty of the secretary to take or send a certified copy of the proceedings, the notification, and reasons assigned, to the annual conference.

17. In all cases of appeal, whether to the quarterly or annual conference, or to the court of appeals, the course prescribed in the chapter on Appeals is the proper one to be pursued.

Section VIII.

ANNUAL CONFERENCE.

Members.

1. The annual conference shall consist of all elders and licentiate preachers, who have been duly received, and one lay delegate from each charge in the conference. The lay

delegate shall be elected by ballot, at the third or last session of the quarterly conference in the year, a majority of all the votes cast being necessary to a choice, an alternate also shall be elected at the same time and in like manner.

No one is eligible to election as lay delegate who holds an annual-conference license to preach,[1] or is recommended to the annual conference for license to preach.

Lay delegates shall have all the rights and privileges of ministers in the annual conference, except the right to vote upon the reception or expulsion of preachers and the passing of preachers in the course of reading.

Members of conference boards shall also be granted advisory seats. The conference treasurer also, when not a minister or a lay delegate, shall be given an advisory seat.

Bishop Pro Tempore.

2. If no bishop should be present, it shall be the duty of the annual conference to elect a bishop *pro tem.*, whose official acts shall be valid.

Devotions.

3. Suitable devotional exercises, consisting of scripture reading, singing, and prayer, shall be held at the opening and closing of the conference sessions.

Secretaries.

4. The conference shall elect by ballot one or more secretaries, as the case may require, who, in addition to discharging their regular duties of secretary, shall, immediately on the adjournment of the annual conference, transmit to the publishing agent, at Dayton, Ohio, a true transcript of the footings of the conference chart.

Examinations.

5. All preachers shall report in person or by letter, and be examined respecting their deportment toward their fellow-men, whether their conduct in life be blameless, and whether they employ as much time as practicable to promote the kingdom of God (according to Titus 1:7-9 and II. Timothy 2:15), and if found delinquent they shall be admonished or advised, as the case may require. But should all admonition or advice fail, then the name of the

[1]NOTE.—It is also advised by the General Conference that wives of annual-conference ministers be not chosen as lay delegates.

delinquent person shall be erased from the roll of the conference.

Absentees.

6. Should any member of the annual conference absent himself from the session of conference three years in succession without giving a satisfactory reason for so doing, his name may be erased from the roll of the conference.

Electioneering Forbidden.

7. No preacher or layman shall be permitted to electioneer favorably for his own election to any office or delegation in the church; and should any one be found doing so, if a preacher, he shall be held accountable to the next annual conference of which he is a member, and if a layman, he shall be held accountable to the class, to be dealt with, each according to the judgment of said conference or class.

Authority of the Annual Conference.

8. An annual conference may adopt rules for its own government not in conflict with the Discipline of the Church.

Benevolence Funds.

9. The annual conference shall forward to the general Church treasurer all moneys collected by the conference for all general benevolences, and in no case can these funds be diverted to conference interests.

Business Sheet.

10. The annual conference shall transact its business according to a business sheet prepared by the board of bishops.

Section IX.

GENERAL CONFERENCE.

Members.

1. (See Constitution, Article I., Section 1.)

Conference Representation.

2. The annual conferences shall be represented in the General Conference according to the following ratios:

All conferences having less than three thousand members shall be entitled to two delegates, one ministerial and one

lay; three thousand and less than eight thousand, two ministerial and two lay; eight thousand and less than thirteen thousand, three ministerial and three lay; thirteen thousand and less than eighteen thousand, four ministerial and four lay; eighteen thousand and less than twenty-three thousand, five ministerial and five lay; the same ratio to be continued through conferences having larger numbers.

All general officers elected by the General Conference shall be advisory delegates at large.

The number of delegates from foreign mission conferences, not in excess of the above ratios, and the manner of their election shall be determined by the Foreign Mission board.

Bishops' Announcement.

3. The board of bishops shall as early as possible announce the number of delegates to which each conference shall be entitled, as appearing from the statistics of the annual conferences at the end of the third year of the quadrennial term.

Provided, however, that at the following annual conference, should it be found, after the statistical secretary has made his report, that the number of members in the conference at that time would change the number of delegates to which the conference is entitled, the presiding bishop shall so announce to the conference, and the conference shall nominate the number of delegates indicated by the membership at that time.

Nomination of Delegates.

4. It shall be the duty of the ministerial members of each annual conference at the session next preceding the election for delegates to General Conference, apart from the lay delegates, to nominate by ballot three times the number of ministerial delegates to be elected. It shall also be the duty of the lay delegates, in separate convention, to nominate by ballot three times the number of lay delegates to be elected. In both cases it shall require a majority of all the ballots cast to effect a nomination. This provision shall not be construed as depriving members of the right to vote, if desirous of doing so, for other ministers and laymen who are eligible.

Annual-Conference Tellers.

5. Each annual conference shall appoint a committee of three as a board of tellers and three as alternates, to

receive and publicly count the votes, and issue certificates of election to those receiving the highest number of votes. It shall be the duty of the board of tellers to meet before the month of November and appoint one of their number secretary; and to said secretary all returns of boards of election shall be made; and the said secretary shall retain under lock and key all such reports until the official count is made.

Lists of Nominees and Blanks.

6. The annual conference shall also furnish, through its recording secretary, to each preacher in charge of a field of labor a list of all the ministers and laymen nominated; and it shall be the duty of each conference superintendent to have printed in convenient form, and deliver in due time to each pastor, printed tickets containing all the names of all nominees, with the postoffice addresses, for use in the election of delegates. He shall also furnish to each preacher in charge on his district blank bills of election, which shall be distributed by the preachers to their respective boards of election.

Boards of Election.

7. The leaders and stewards of each local church shall constitute a board of election, to which the pastor shall furnish a copy of the list of persons nominated. The election shall be held invariably between November 15 and December 15 next preceding the sitting of the General Conference.

8. It shall be the duty of the board of election of each local church publicly to announce, at least one week before the election, a meeting of the members of said church for the purpose of casting their ballots for delegates to represent them in the General Conference.

Absent Voters.

9. Members incapacitated by age, affliction, non-residence, or other unavoidable circumstances, and ministers absent on their charges, may send their ballots containing the names of their choice, with their own names signed on the back of their ballots; provided, that no votes shall be counted except those cast on the day appointed for such election.

Election Returns.

10. Each board of election shall immediately make up the bill of election, sign, enclose, and seal it, and transmit it to the secretary of the board of tellers appointed by the annual conference, stating what church, circuit, mission, or station their vote represents. It shall also keep a correct copy of the bill sent to the tellers; also a list of the names of all the members voting, and also the tickets used in voting, until after the adjournment of the General Conference, when they may be destroyed.

11. Pastors shall be required to see that forms for the election of delegates are properly filled out and the returns of their charges sent in; they shall be held amenable to the annual conference for the discharge of this duty.

Canvassing and Publication of Returns.

12. The annual conference board of tellers, not later than the third week in January, shall make out a list of all persons voted for, and of the number of votes for each; and should any two or more of the candidates have an equal number of votes, the tellers shall determine, by lot, which of them is elected. The board shall forward, by the twenty-fifth of January, to the editor of the Religious Telescope for publication, the names and postoffice addresses of those elected. It shall also transmit to the publishing agent, at Dayton, Ohio, a complete list of all persons voted for and the number of votes cast for each, which record he shall furnish to the ensuing General Conference. If any one of those elected should be prevented from attending, by death, sickness, or otherwise, it shall be the duty of the tellers or secretary of the General Conference to notify the next highest on the bill to take his place; other vacancies shall be filled in like manner, descending, if need be, to the last candidate. No bills of election received by the tellers after the fifteenth of January shall be counted.

Contests.

13. In case of contest for the seat of any delegate reported elected to the General Conference by the board of tellers of his conference, the secretary of the conference shall give notice to the contestee in writing forty days before the sitting of the General Conference, in which charges and specifications shall be plainly stated. Any person failing to

give such notice shall forfeit his right to contest in the General Conference.

Location and Entertainment of the General Conference.

14. Arrangements for the place and entertainment of the General Conference, if not determined at its session, or if satisfactory arrangements for the entertainment and care of the delegates and visitors and the proper expenses for the General Conference be not provided, shall be referred with full power to act to the agent and board of trustees of the printing establishment.

15. Said board shall estimate the amount required for the expenses of the General Conference, including traveling expenses and boarding of delegates and bishops, and shall report the same to the general Board of Administration, who shall equitably apportion the same among, and report the same to, the annual conferences early in the first year of the quadrennium next preceding the sitting of the General Conference; said apportionments shall be by each annual conference apportioned to each charge in the conference, and the pastors required to collect and turn over the same to the conference treasurer at the close of the year, and the conference treasurer shall, as soon as the apportionment is all collected, send said amount to the general Church treasurer at Dayton, Ohio.

16. This money shall be known as the General Conference expense fund, and shall be distributed among the delegates and bishops in proportion to their traveling expenses by the most direct route to and from the seat of the General Conference, and shall include their board and lodging during the sessions of the conference; provided, however, that if any conference shall fail to raise the full amount of its apportionment, said conference delegation shall receive from said fund in proportion to the amount raised by the conference.

Examination of Annual Conferences.

17. The General Conference may examine the administration of each annual conference, whether it has strictly observed the rules and preserved the moral and doctrinal principles of the Discipline in all its transactions.

Election of Officers.

18. In the election of all the officers of the General Conference, a majority of all the votes shall be necessary to a choice.

Boards of Trustees.

19. The trustees of the general Church boards shall be divided into two equal classes, elected at alternate General Conferences for a term of eight years. In case of an odd number of trustees, the two classes shall be as nearly equal as possible. The members of these shall be composed as nearly as possible of an equal number of ministers and laymen.

20. If the board of trustees of any of our Church institutions shall, on account of removals, or otherwise, at any time not have the number of members required by the charter of such institutions to be selected from a particular State, said board shall be authorized to supply said deficiency by the selection of additional trustees.

21. In the event of a vacancy occurring in any of the secretaryships constituted by the General Conference, the board of that department shall fill the place. Should a vacancy occur in any General Conference position where no board is empowered to fill the place, such authority shall be vested in the Board of Administration.

Meetings.

22. The General Conference shall convene in regular session on the second Thursday of May, and in special session upon the call of the board of bishops.

23. The quadrennium shall begin upon the adjournment of the General Conference and the tenure of office of all general officers, secretaries, and members of boards, shall take effect upon said adjournment; provided, that officers shall have until July 1 thereafter to make inventory, settle their accounts, and arrange their work.

CHAPTER VI.

Ministry of the Church.

Section I.

QUARTERLY-CONFERENCE PREACHERS.

How Licensed.

1. Any person desiring a license to preach, must obtain from the class of which he is a member, by a two-thirds vote of the members present at any regular meeting of the congregation, a recommendation in writing, signed by the leader or preacher in charge, to the quarterly conference of the charge to which he belongs; provided, however, that no one shall be given license who has not passed the Teacher-Training Course, or its full equivalent, and whose educational attainments are not equivalent to the completion of a public school course half way through the standard high-school grade, or to the completion of half the standard academic course necessary to entering the freshman class of a standard college, and who has not expressed his purpose to make the ministry his life work, and can give satisfactory evidence of his call, religious experience, soundness of doctrine, and attachment to the Church and its government. The person making application shall be examined by the quarterly conference, and the following questions shall be asked by the chairman:

2. (1) Do you believe our Confession of Faith as set forth in our Book of Discipline?

(2) Have you now peace with God through our Lord Jesus Christ?

(3) What is your motive in desiring permission to preach the gospel?

(4) Are you satisfied with our Church government?

(5) Will you submit yourself to the counsel of your brethren?

(6) What is your knowledge of depravity, of redemption, of faith, of repentance, of justification, of regeneration, and of sanctification?

(7) What is your educational preparation for the work of the ministry?

3. It shall be the privilege of the chairman to ask any other question or questions that he may deem necessary.

4. Persons divorced, except on scriptural grounds, shall not be granted license.

5. No person who uses tobacco in any form shall be granted a license to preach.

6. When a preacher from another church comes to us with a certificate of good standing in the church in which he has held membership, and gives satisfaction to the quarterly conference concerning his agreement on the doctrines, discipline, government, and usages of our Church, the quarterly conference may receive him.

Course of Study.

7. A quarterly-conference preacher is required to pursue the course of study prescribed in our Book of Discipline, and to be examined by the conference superintendent and pastor at the fourth quarterly conference.

NOTE.—For exception to this article, see Chapter VI., Section II., paragraph 7.

Renewal of License.

8. The license of a quarterly-conference preacher is subject to renewal annually, at the discretion of the quarterly conference, provided, however, that, when the course of study required has been taken, he shall be excused from further examination, and shall hold his license subject to the discretion of the quarterly conference.

Recommendation to Annual Conference.

9. After a quarterly-conference preacher has stood in that relation at least one conference year, or longer at the discretion of the quarterly conference, it may recommend him to the annual conference, and if not received he shall sustain his former relation. The recommendation shall be signed by the secretary of the quarterly conference and the conference superintendent.

SECTION II.

ANNUAL-CONFERENCE PREACHERS.

How Received.

1. Any person proposed as a preacher shall be examined by the annual conference, or a select committee thereof, and the following questions shall be asked him:

Preacher's Examination.

2. (1) Have you known God in Christ Jesus to be a sin-pardoning God?

(2) Have you now peace with God, and is the love of God shed abroad in your heart by the Holy Spirit?

(3) Do you believe the Bible to be the word of God, and that therein is contained the only true way to our salvation?

(4) What foundation have you for such belief?

(5) Are you endeavoring by the grace of God to live a holy life?

(6) What is your motive for desiring permission to preach the gospel?

(7) Do you believe that man, apart from the grace of our Lord Jesus Christ, is fallen from original righteousness, and is not only entirely destitute of holiness, but is inclined to evil, and only evil, and that continually; and that except a man be born again he cannot see the kingdom of heaven?

(8) What is your knowledge of redemption, of faith, of repentance, justification, regeneration, and sanctification?

(9) Does your own salvation, and the salvation of your fellow men, lie nearer to your heart than all other things in the world?

(10) Will you subject yourself to the counsel of your brethren in the Lord?

(11) Are you satisfied with our Church government?

(12) Are you willing, as much as is in your power, to assist in upholding our itinerant plan?

Educational Requirements.

3. (1) Educational attainments equivalent to the completion of a standard academy or a standard high-school course of four years are required for admission to the annual conference. (2) The foregoing, in addition to the completion of the quarterly- and annual-conference courses of study, are required for ordination. (3) The ideal preparation for effective work in the ministry is a full college course, followed by a theological course, to which standard we earnestly urge our young ministers to aspire.

Qualifications of Applicants.

4. No one shall be admitted to the annual conference without having a recommendation from the quarterly con-

ference and then shall be received on probation only. Neither shall any one be admitted who has not met the educational requirements.

5. Persons divorced, except on scriptural grounds, shall not be granted license to preach.

6. No person shall be granted license to preach the gospel who uses tobacco in any form. The license of any preacher who uses tobacco, may, upon proper evidence, be revoked by the annual conference.

Exemption from Examination.

7. Any person pursuing the quarterly-conference or annual-conference course of study who presents a certificate to the effect that he has completed branches or books contained in the courses in the Discipline, at any of our schools, or at schools whose standard of excellence is acceptable to the parties conducting the examination on behalf of the Church, said certificates shall preclude the necessity for further examination in the branches or books which have been completed as evidenced by said certificates.

Sacraments and Unordained Preachers.

8. Unordained annual-conference preachers who are engaged in the active work of the ministry and who are regularly and industriously pursuing their courses of study, may be permitted by their annual conferences to administer the sacraments of the Church.

An Expelled Preacher.

9. When a preacher or elder has been expelled, or withdraws, from an annual conference, he shall not be received into another conference without the consent of the conference with which he was formerly connected.

Preacher's Transfer.

10. A preacher or elder who has labored in the bounds of an annual conference other than the one to which he belongs for two years, shall be required to obtain a transfer from the conference to which he belongs and to unite with the conference in whose bounds he labors, or to return to his own conference for work; provided, that presidents and professors of schools and colleges, students in our institutions of learning, and others engaged in general church work, shall be exempt from this requirement.

11. A preacher removing from one conference to another shall, when he applies to the latter for admission, produce a transfer from the former, signed by the presiding officer and secretary.

Limit of Transfer.

12. Any preacher who receives a transfer is required to present said transfer to another conference, or to return it to the conference by which it was issued, within two years after its date. Otherwise the transfer shall be null and void, and it shall be published that said preacher no longer has ministerial standing in our Church.

Accountability of Transferred Preachers.

13. Any preacher receiving a transfer shall be a member of the quarterly conference in whose bounds he may reside, and shall also be accountable for his moral and official conduct to the annual conference granting said transfer, until his transfer be received by the conference to which he has been transferred.

Section III.

Reception of Preachers from Other Churches.

When a preacher from another church comes to us with a certificate of good standing in the church in which he has held membership, or with a transfer from a conference, presbytery, or synod, and gives satisfaction to the annual conference concerning his agreement on the doctrines, discipline, government, and usages of our Church, the conference may receive him, provided he comes with the same educational qualifications required of the preachers of our own denomination. If he be an ordained elder he must pass the examination required of candidates for elders' orders, but he may be exempt from reordination.

Section IV.

Classification of the Ministry.

Classes.

1. The ministry of the Church shall be classified according to the following order: First, as licentiates; second, as elders; third, as itinerants (active, superannuated, or supernumerary).

Licentiates.

2. Licentiates are ministers who have received annual-conference license, but have not yet been ordained.

Elders.

3. Elders are ministers who have been ordained in accordance with the provisions of Section V., of this chapter.

Itinerants.

4. Itinerants are annual-conference ministers who have been regularly received into the itinerancy. They may be active, superannuated, or supernumerary.

(1) *Active Itinerants* are those who are engaged in the active ministry of the Church.

(2) *Superannuated Itinerants* are those who from age or physical infirmities are unable to pursue the regular work of the ministry.

(3) *Supernumerary Itinerants* are those for whom the conference and the Church, for the time being, are not able to furnish ministerial work, or who by their own request, or otherwise, have been given such relation.

Class—How Determined.

5. The annual conference shall determine to which of the foregoing classes each minister shall belong. Should an itinerant leave in an irregular way the work assigned him, he shall forfeit his standing as an itinerant and shall surrender his credentials.

Evangelists.

6. No preacher shall be recognized as an evangelist unless he is so authorized by the annual conference to which he belongs or by the general Commission on Evangelism. He shall report his work annually to his conference.

Section V.

ELDERS.

1. After a probation of four years, a licentiate preacher may be presented to the annual conference for elder's orders; whereupon the bishop shall propose to the conference the following questions:

Questions Regarding a Candidate.

2. (1) Is he blameless touching the marriage state?

(2) Is his deportment in the social circle marked with watchful sobriety?

(3) Is he hospitable toward the afflicted and needy?

(4) Is he faithful in the public ministration of God's word, and diligent in reading and study?

(5) Is his household subject to rules of piety?

3. Should the foregoing questions be answered in the affirmative, a committee of three or five elders shall be appointed, before whom the candidate shall appear and pass an examination on the subjects suggested by the following questions:

Committee Examination.

4. (1) What are your reasons for believing the Bible to be the word of God?

(2) What proofs can you give of the fall of man by transgression?

(3) What evidences can you give of the redemption of man by Jesus Christ?

(4) Do you believe in the deity of Jesus Christ?

(5) What foundation have you for such a belief?

(6) Do you believe in the Holy Ghost as presented in our Confession of Faith?

(7) Upon what evidence do you believe this?

(8) Do you believe the doctrine of the future state as set forth in our Confession of Faith?

Duties of the Committee.

5. The committee shall have the right to propose any question touching the answers given, if said answers should be unsatisfactory. It shall also be its duty to prepare, sign, and deliver to the conference a report of each case which may have been before it.

Election to Elders' Orders.

6. If the committee finds the candidate worthy, he may be elected to ordination by a majority of the elders of the conference.

The Ordination of Licentiates.

7. Licentiates who have served their probation in the annual conferences and have completed their courses of

study and preparation for the exercise of the full functions of the ministry, shall be given ordination by the bishops at the annual conferences, and at such other times and places as circumstances and needs may require. In the absence of the bishop, an elder who is acting regularly in the place of the bishop may conduct the ordination service.

Functions of an Elder.

8. The functions of an elder are to preach the gospel, to administer the sacraments of baptism and the Lord's Supper, to solemnize marriages, to perform all parts of divine service, to be an example to others by himself following the Savior's example; and in a very special manner it shall be the duty of an elder to cherish and encourage young ministers, and always to be looking for those whom God has called to preach, encouraging them in making the fullest possible preparation for the work of the gospel ministry.

Section VI.

CONFERENCE SUPERINTENDENTS.

Their Election.

1. Each annual conference shall have one or more superintendents who shall be elected annually by ballot, a majority being necessary to an election.

Council of Administration.

2. Each annual conference having one superintendent may also elect an advisory board, to be known as the council of administration, consisting of two ministers and two laymen, whose duty it shall be to meet with the conference superintendent quarterly and review the work and administration of pastors, and advise with the conference superintendent concerning all the administrative work of the conference.

Blank Reports.

3. For the use of conference superintendents and councils of administration a uniform system of blanks shall be prepared for quarterly reports of pastors.

Report to the Bishop.

4. Each conference superintendent shall make a quarterly report to his bishop, giving an exhibit of the work of the

quarter by charges, alphabetically arranged, together with such other matters of interest as will enable the bishop to give the best possible oversight to all the activities of the Church throughout his district.

Support of Conference Superintendents.

5. It shall be the duty of the several annual conferences to make such regulations for the support of superintendents as they think best.

Duties of the Conference Superintendent.

6. The duties of a conference superintendent are to superintend the work of the conference, to preach as often as practicable, give careful attention to evangelism, and look after all of the general interests of the denomination.

7. He shall appoint quarterly conferences and attend them when practicable. He shall counsel with his pastors faithfully and offer them every assistance within his power. He may call extra sessions of the quarterly conference.

8. The conference superintendent shall earnestly endeavor to arouse the membership of the Church to a more uniform performance of their duties as to a minimum salary of eight hundred dollars and parsonage on each charge, and shall suggest the most practicable means for securing the same.

9. At the last quarterly conference of each year, the conference superintendent shall examine the boards of trustees of church-houses and parsonages as to their having procured articles of incorporation according to the laws of the State and the regulations of the Church, and shall give such instructions as may be necessary.

10. Each superintendent shall make a report of his district in writing, annually, to the annual conference.

Vacancies.

11. Should any conference, through death, resignation, or otherwise, be without a superintendent, information shall be immediately given to the bishop, who shall appoint a superintendent in said district until the ensuing annual conference.

Power to Exchange Pastors.

12. Should it become desirable to exchange the pastors of two charges in a conference, the superintendent may, in

conjunction with two elders, preachers, or leaders (one from each charge), change said pastors.

Power to Dismiss Pastors and Fill Vacancies.

13. The superintendent may, in conjunction with the quarterly conference, dismiss a pastor from his charge for inefficiency or neglect of duty.

14. It shall be his duty to fill all vacancies in the pastorates of the conference.

Section VII.

BISHOPS.

Election of Bishops.

1. Bishops of the Church shall be elected every four years by the General Conference.

Salaries of Bishops.

2. The General Conference shall fix the salaries of the bishops, which shall be included in the general budget of the denomination.

Districts of Bishops.

3. The assignment of bishops to their respective districts shall be made by a committee of three from each district, to be chosen by the delegates of the district assembled for that purpose. Each bishop shall reside within the bounds of the district to which he is assigned. This item shall not apply to the bishop of a foreign district.

Duties of Bishops.

4. The bishops of the Church shall preside over the General and annual conferences, fix and announce the dates of the annual conferences, and have general supervision and direction of the varied interests and institutions of the denomination. They shall also seek to promote unity and continuity in the administrative activities of superintendents and pastors throughout the Church, and see to it, as far as may be practicable, that all the provisions of the Discipline are faithfully observed; they shall report annually in the Church press the condition and progress of the Church in their respective districts, and make a quadrennial report to the General Conference. They shall also deliver suitable sermons and addresses to their respective annual conferences.

The Board of Bishops.

5. The bishops shall hold annual meetings, at which time they shall decide questions of Church Discipline, adopt and recommend policies of administration for the promotion of the institutions and enterprises of the denomination. They shall present a quadrennial address to the General Conference with such a review of the work and achievements of the Church during the quadrennium, and with such recommendations as they may deem expedient and helpful to the Church. They shall also have the authority to appoint special days to be observed in the interest of worthy causes.

Superintendents' Association.

6. The bishop of any district may call together, annually, the superintendents of his district, at some suitable place, for the purpose of consultation and planning for the promotion of the interests of the Church. The bishop shall be chairman *ex officio* of this gathering, and shall direct in the organization of an association which shall have a vice-president, a secretary-treasurer, and such other officers and committees as may be desired. Each annual conference represented within the district shall be entitled to one vote in all business transactions. The annual conferences are advised to provide for the payment of the expenses of their superintendents in attending the association meetings.

Calling Special Annual Conferences.

7. When requested to do so by a majority of the members of any annual conference, the bishop of the district shall reconvene said conference in special session.

Organization of Mission Conferences.

8. Whenever it is deemed desirable to organize a mission conference, a bishop, in conjunction with either of the boards of missions (Home or Foreign), shall have the power to organize such a conference in either home or foreign fields.

Missionary Oversight.

9. The bishops shall confer with conference superintendents and pastors in suggesting plans and methods for the awakening of interest in home and foreign missions, and shall devote as much of their time as practicable to visiting mission fields and to the opening of new missions in inviting places.

Accountability of Bishops.

10. The bishops of the Church shall be amenable to the General Conference for the faithful discharge of their official duties. Their administration and services in the general superintendence of the varied interests of the denomination shall be subject to review the same as other administrative officers at the quadrennial meetings of the General Conference.

Vacancy in a Bishop's District.

11. In case a vacancy in the office of bishop in any district occurs during the first three years of the quadrennium, it shall be the duty of the remaining bishops to hold an election by letter ballot, all members of the preceding General Conference, who are members of the Church, voting. The publishing agent shall provide and send out the blank ballots, and return-stamped envelopes under the direction of the board of bishops. The board of bishops shall appoint a board of tellers, three in number, from the membership of the Church in the vicinity of Dayton, Ohio. The ballots shall be turned over to them by the publishing agent, as directed by the bishops. The bishops shall set a date when the ballots must be in, and also when and where the ballots must be counted by the tellers, these two dates to be printed on the ballots sent out to the delegates. The tellers shall certify the entire vote to the bishops, and they shall announce the election of the person receiving a majority of the votes cast. In case no election occurs on the first ballot, other ballots shall be taken until some one receives a majority vote. In case a vacancy occurs during the last year of the quadrennium, the remaining bishops shall divide the work of the district among themselves for the remainder of the quadrennium.

Foreign Field.

12. The foreign fields shall be under the supervision of the Foreign Mission bishop and the board of Foreign Missions.

Stationing of Preachers.

13. For stationing pastors, see Chapter VII., Section I., paragraph 4.

SECTION VIII.

DUTIES OF PREACHERS.

Preachers' Duties in General.

1. The duties of preachers are, to preach Christ crucified; to organize churches, and report the same to annual conferences; converse with the members on their spiritual condition; administer relief; strengthen and direct those who are afflicted or labor under temptations; animate the indolent; endeavor as much as possible to edify and instruct all in faith, in the Christian virtues, and in the knowledge of Jesus Christ; visit the sick; and strive to enforce and confirm the doctrines they preach by a well-ordered and exemplary life.

Directions to Preachers.

2. Let preachers heed the following directions:

(1) Be diligent. Never trifle away your time. Always be discreet. Let your motto be, "HOLINESS UNTO THE LORD." Avoid all vain conversation, conduct yourself prudently, and demean yourself in all respects as a true Christian. Be at all times averse to crediting evil reports. Believe evil of no one without good evidence. Put the best construction on everything.

(2) Speak evil of no one. Whatever may be your thoughts, keep them within your own breast until you can tell the person concerned what you think wrong in his conduct.

(3) Let your business be to save as many souls as possible. To this employment give yourself up wholly. Visit those who need it, and act in all things, not according to your own will, but as sons in the gospel; for as such it becomes your duty to employ your time in the manner prescribed, in preaching, and in visiting from house to house, in instruction and prayer, and in meditation on the Word of God. With these things be occupied until our Lord shall come.

Authority to Solemnize Marriage.

3. All ordained ministers are authorized to solemnize marriage. All annual-conference ministers, where the law of the State makes it the privilege of every regularly licensed minister to solemnize marriage, are authorized to solemnize marriage; but none having quarterly-conference license only

are permitted to do so, other than those serving a regular charge.

Transferring Members.

4. The pastor of a member moving from one charge to another is required immediately to send the transfer of said member to the pastor of the charge of the United Brethren Church to which he has moved, unless the member moving beforehand requests that his membership remain with his home church.

Preachers not to Trespass.

5. No preacher shall arbitrarily organize a pastoral charge within the limits of a circuit or conference district, or shall receive compensation for labor performed, without the consent of the preacher in charge; nor shall any minister preaching in a different language accept a call from any regularly-organized class or congregation which does not belong to his conference, without the consent of the annual conference to which the charge making the request may belong. Any preacher violating the provisions of this section shall be amenable to his quarterly or annual conference.

Section IX.

TRIAL OF PREACHERS.

Quarterly-Conference Preachers.

1. Whenever a quarterly-conference minister is accused of conduct unworthy of such a representative of the Church, the pastor of the charge where such preacher holds his membership shall appoint one or more disinterested persons as a committee to inquire into the complaints, and if grounds for charges are found, and the accused fails to satisfy the committee, charges shall be filed and reported to the next quarterly conference of which the accused is a member, and the quarterly conference shall appoint a prosecutor, whose duty it shall be to notify the accused to choose a committeeman, the prosecutor choosing a committeeman, in behalf of the Church, and these two a third, all of whom shall be members of the Church, before which committee the case shall be tried. The prosecutor shall notify the pastor of the charge when said committee has been properly formed, and it shall be the duty of the pastor to appoint the time and

place of trial, giving not less than ten or more than twenty days' notice; and he shall also act as chairman in the case. If a majority of the committee be satisfied that the accusation is sustained, the chairman shall require the accused to hold his peace until the quarterly conference, where the accused shall be accountable, and it shall be the duty of the committee to transmit in written form the proceedings and findings of said trial to the quarterly conference, and if the findings are sustained, the accused shall be suspended, expelled, or otherwise dealt with, as the quarterly conference may determine. But should the accused, after being duly notified, refuse, or neglect, or fail to choose a committeeman, the quarterly conference shall appoint a committee of three persons, who shall hear the case and decide.

Annual-Conference Preachers.

2. When a preacher or elder is accused of immorality, trespass, imprudent conduct, or disobedience to the order and discipline of the Church, the superintendent of the district, in the bounds of which the accused shall reside or hold membership, shall appoint a preacher, who shall take with him another preacher or leader, and examine into the charge, following the Apostle's instruction (I. Tim. 5:19): "Against an elder receive not an accusation, but before two or three witnesses." If it should appear that said reports are well founded, the examiners shall prefer charges against the accused; if not, he shall report to the next quarterly conference, of which the accused is a member, that he found no cause for action. If charges are preferred, the quarterly conference shall appoint a prosecutor, whose duty it shall be to notify the accused in writing, setting forth all the charges preferred against him. He shall also notify him to choose an elder as his committeeman, the prosecutor choosing an elder as committeeman in behalf of the Church, and these two a third elder or preacher, before which committee the case shall be tried. The prosecutor shall also notify the superintendent of the district, and it shall be the duty of the superintendent to appoint the time and place of trial, giving not less than twenty nor more than thirty days' notice to the parties concerned, and he shall also act as chairman in the case. Should a majority of the committee be satisfied that the accusation is sustained, and he is found guilty of a serious offense, they shall require him to hold his peace until the annual conference, where he

shall be accountable, and it shall be the duty of the committee to transmit in writing the entire proceedings of said trial to the annual conference, where the accused shall have a hearing before the conference, or a committee thereof; and if the findings are sustained, he shall be suspended, expelled, or otherwise dealt with, as the conference may determine.

But should the accused, after having been duly notified, refuse or neglect to comply in choosing his committeeman and notifying the prosecutor within fifteen days, the conference superintendent shall suspend him until the annual conference, where, if he shall refuse to appear, he shall be dealt with according to the judgment of the conference; provided, however, if he be an elder, elders only shall vote in the case; and provided further, that if the committeemen chosen by the prosecutor and accused fail to agree as to the third member of the committee, then the quarterly conference shall appoint said committeeman. If the accused or prosecutor be a conference superintendent or bishop, the conference superintendent or bishop, as the case may be, next adjoining shall act as chairman in the trial; provided, that in conferences having only one conference superintendent the bishop shall appoint a chairman to act in the case.

3. The foregoing relates only to annual-conference members.

Trial of Bishops and Conference Superintendents.

4. When a conference superintendent shall be accused of any misdemeanor, immoral conduct, or disobedience to the order and discipline of the Church, the bishop of the district, in the bounds of which the accused shall reside or hold membership, shall appoint a committee of three elders, who shall examine into the complaints, and should the accused be a bishop, then the board of bishops shall appoint a like committee. If it shall appear that said complaints are well founded, the committee shall prefer charges against the accused; if not, the committee shall report to his quarterly conference that they found no grounds for action. If charges are preferred his quarterly conference shall appoint a prosecutor, whose duty it shall be to notify the accused, in writing, setting forth all the charges preferred against him. He shall also notify him to choose a committeeman, the prosecutor choosing a committeeman in behalf of the Church, and these two a third, all of whom shall be elders, before whom the case shall be tried. The prosecutor shall

also notify the bishop or board of bishops, and it shall be the duty of the bishop or the board of bishops to appoint the time and place of trial, giving not less than twenty nor more than forty days' notice. The bishop, or some one appointed by the board of bishops, shall act as chairman in the case. Should a majority of the committee be satisfied that the accusation is sustained, they shall require him to hold his peace until the sitting of his conference, where he shall be accountable, and it shall be the duty of the committee to transmit, in writing, to said conference, the entire proceedings of said trial, where the accused shall have a hearing before the conference or a committee thereof, and if the findings are sustained, he shall be suspended, expelled, or otherwise dealt with, as the conference may determine.

CHAPTER VII.

Itinerancy.

Section I.

ITINERANTS.

How Constituted.

1. All members of the annual conference who offer themselves without reserve, after having labored two years under the direction of the stationing committee or conference superintendent, and have been received by vote of two-thirds of the members of conference, shall be recognized as itinerants.

Withdrawing from the Itinerancy.

2. If any one who is thus received shall withdraw from active work without giving satisfaction to the conference of which he is a member, he shall not be entitled to any support from the funds belonging to said conference. And, furthermore, he shall not reënter the itinerancy without the consent of at least two-thirds of the conference. Yet supernumerary and superannuated relations shall be duly recognized as proper disciplinary relations, and may be secured to any brother having just claims thereto, by a vote of the conference.

Pastor's Resignation.

3. If a pastor after duly entering upon the work assigned him should desire to leave the same for any reason, he shall inform the conference superintendent of his intentions, in writing, at least thirty days before his resignation is to take effect, and satisfy him that his full proportion of the benevolences have been secured in cash or good subscriptions and that all other obligations to the charge have been satisfactorily adjusted; and should said minister leave or neglect his charge, except it be through sickness or other unavoidable circumstances, he shall be accountable to the next annual conference.

Stationing Committee.

4. The bishop and conference superintendents of the past and present years shall constitute a stationing committee,

whose duty it shall be to supply all the circuits, stations, and missions, as far as practicable, from the list of itinerants; provided, however, that where there is but one conference superintendent on the committee, the conference may elect to the same one or more elders from the elders not asking for work from said committee.

5. The stationing committee shall have at least two meetings before its work is completed.

Appeal from Stationing Committee's Report.

6. If any of the preachers thus stationed, or any who may not receive an appointment, are dissatisfied, they shall have a right to appeal to the annual conference. If two-thirds grant the appeal, the decisions shall be final. In case of an appeal from the decision of the stationing committee, no preacher stationed by said committee shall be changed, without his consent, to accommodate the preacher making such appeal. In no case shall preachers be permitted to exchange charges, except in the manner provided for in Chapter VI., Section VI., paragraph 12.

Employment of Other Preachers.

7. Should there not be enough itinerants to supply all the circuits, stations, and missions, the remaining charges shall be supplied by the stationing committee or conference superintendents.

Pastoral Charges.

8. A circuit or station shall not consist of any specific number of members or appointments; but when the annual conference judges it able to support a minister, it may be so recognized.

9. The pastor shall have full control of his pulpit, and no board of trustees shall permit any one to preach therein without his consent.

SECTION II.

DUTIES OF ITINERANTS.

1. It is the duty of an itinerant preacher to take the charge assigned him, and to move to it if practicable.

2. He shall visit regularly the appointments on his charge, preach to the people, and hold class-meetings when-

ever practicable, and whenever possible organize and maintain Young People's Christian Endeavor societies.

Revision of Church Records.

3. He, in connection with the official board, shall at least one month before annual conference revise the church records. The duties of the committee on revision shall be essentially clerical, and the name of no member shall be erased from the records unless the disciplinary steps shall have been taken. (See Chapter IV., Section II., paragraph 17; Chapter IV., Section III.; and Chapter V., Section I., paragraph 3.

Annual Reorganization.

4. He, in connection with the official board, at the time when the records are revised, shall appoint a steward or stewards, subject to the approval of the class. He shall hold a meeting of the class and see that a class-leader is elected.

Presiding at Trials.

5. He shall sit as president at the trial of members and see that a correct record of the same is kept.

Reports.

6. He shall render a strict account (as indicated in Chapter XXXII., Section IV., form 16) of his work at each quarterly conference, where he is to be held accountable for neglect of duty.

Circulation of Literature.

7. It shall be his duty to use every laudable effort to circulate our books and Church periodicals, and to use due diligence to advance the interests of the Church printing establishment.

8. It shall be his duty to keep a list of the names of all the subscribers to our Church periodicals, and the time of subscribing, at the different appointments on his charge, and hand it over to his successor at the annual conference, with the list of the appointments. He shall also report the number of subscribers to our periodicals on his charge at each quarterly conference, and be examined by the conference superintendent and quarterly conference as to whether he performs his duty in circulating the periodicals of the Church among the people.

Dismissal of Appointments.

9. A preacher is not permitted to dismiss any appointment from his circuit or mission without the consent of the quarterly conference.

Records.

10. He shall procure a suitable book for a church record, in which he shall register all the appointments and classes on his circuit, station, or mission, in regular order, with the name of each member properly recorded in connection with his own class. He shall also make a record of all baptisms, marriages, deaths, and proceedings of church trials, with the names of all the parties in each case. He shall report this record with the proceedings therein to the last quarterly conference of each year for approval or improvement. This book shall be the property of the quarterly conference, and shall be in addition to the regular class-books and circuit books.

General Collections.

11. It shall be the duty of each preacher in charge of a field of labor to collect the annual amounts apportioned to his charge for the benevolence budget and conference superintendents, and also all other conference apportionments. And should he fail to collect in full and not be able to give satisfactory reason for such a failure, he shall be accountable to the annual conference.

Missionary Contributions.

12. He shall preach missionary sermons, and by a careful study of conditions use such plans as shall educate his people in the privilege of giving, and secure the largest possible contributions. He shall be held to strict account for the faithful performance of his duties. The publication of the names of the donors shall be left to the option of each annual conference.

Pastoral Visiting.

13. It shall be the duty of the preacher in charge of a station or circuit to give as much of his time as possible to visiting the families under his charge, and to pay strict attention to the young members under his care. This private work of visiting from house to house and exhorting the people is founded on these solemn words of the apostle:

"I kept back nothing that was profitable unto you, but have shewed you, and have taught you publicly, and from house to house" (Acts 20:20).

Home Training of Children.

14. Because of the powerful and far-reaching influence of home life upon the young, it shall be the duty of each pastor to direct the attention of his people to the vital importance of family government and Christian nurture. He shall do this publicly and privately by directing attention to books and periodicals giving helpful instruction upon this subject, and also by presenting in his public ministrations the teachings of God's Word respecting the duty of parents to train up their children in the nurture and admonition of the Lord.

Bible Cause.

15. It shall be the duty of each pastor to observe one Sunday each year in the month of May as Bible Sunday, when he shall preach an appropriate sermon and take an offering for the Bible cause. This offering shall be forwarded to the conference treasurer, by him to the Bible society which operates the territory where the offering is taken.

Section III.

PREACHERS' SALARIES.

1. The salary of a pastor shall be such amount as may be agreed upon between him and the quarterly conference of the field of labor to which he is sent; and said agreement shall be a valid contract between the parties thereto. When a charge owns a parsonage, or rents a house for the pastor to live in, the charge shall have credit for the same by the pastor reporting as so much salary the amount the parsonage would rent for or the amount paid for the rented house.

2. A missionary employed by the board of missions shall receive such salary as in the judgment of the board may be proper.

Parsonage and Moving of Preacher.

3. It shall be the duty of a circuit or station, when a preacher is sent to it by the annual conference, to provide a house and move the preacher at its own expense from any point within the bounds of the conference.

CHAPTER VIII.

Deaconess Work.

Section I.

DEACONESSES.

1. When any sister of suitable age, health, ability, culture, and piety, led by the Holy Spirit, wishes to become a deaconess, she may receive a recommendation to the quarterly conference from the class where she holds her membership. If, after examination by the conference superintendent, or a committee appointed by him, she is approved by the quarterly conference, she shall receive license to perform the duties of a deaconess in the local church, said license subject to annual renewal.

2. Her duties shall be to visit from house to house, reading, praying, singing, teaching, exhorting, or comforting the people, as the case may require; to nurse or otherwise minister to the sick and needy; to solicit funds or supplies and distribute the same; all under the direction of the pastor to whom she shall report as often as he may require; she shall not, however, be required to look after the finances of the Church.

3. A uniform costume may be worn to distinguish and protect her.

4. The deaconess work is a high and holy calling for sacrificial service. Each local church must provide for any necessary expense attending this work, and such salary as may be mutually agreed upon, always, however, encouraging those who enter upon this service to do so for the love of Christ and humanity.

5. No one shall be required to make a perpetual vow in this work, and any one may retire from this office at pleasure, after giving the pastor the proper notice.

6. The deaconess shall be a member of the quarterly conference where she serves, and shall be responsible to it for her moral and official character.

7. If the deaconess is deficient in any of the common school studies, she must pass examination in these, along with the prescribed course of study. The conference superintendent and pastor shall conduct the examination in writ-

ing annually, or a part of the course quarterly, as the candidate may desire. The faculty of Bonebrake Seminary shall prepare suitable questions on each book, as in the case of annual-conference preachers.

8. She shall complete the course of reading within three years or her license shall not be renewed. (See Course of Study, Chapter IX., Section IV.)

On the completion of the course of study, and two years' practical work under the direction of a pastor, or an equivalent course in an approved training school, or literary school providing such courses, the deaconess shall be consecrated to this service by a bishop or conference superintendent and receive a permanent license, and may be given membership in the annual conference with all the privileges of membership, except voting.

NOTE.—If a deaconess desires ministerial membership in the annual conference, she may be admitted upon the satisfactory completion of the course of reading for ministers.

Any deaconess desirous of becoming a nurse should take the course of training for that purpose in a school connected with a good hospital.

SECTION II.

DEACONESS HOMES.

The board of bishops shall constitute a board of management of homes for deaconesses, and when a majority of the pastors of our Church in a city or conference wish to establish such a home, they must first submit their plans to the board of bishops at one of their annual meetings, and if the matter is approved by the board it shall prepare rules and regulations by which such home shall be founded and managed.

CHAPTER IX.

Courses of Study.

Section I.

Quarterly-Conference Preachers.

1. It shall be the duty of each person receiving a quarterly-conference license to preach to pursue the following course of study:

Books to be Studied—
Bible—Exodus, Matthew, and John.
United Brethren Handbook—Shuey-Shupe.
United Brethren Discipline.
Hints to Lay Preachers—Meyer.
Sunday-School in Action—Brewbaker.
Binney's Theological Compend—Binney-Steele.
Confession of Faith—Weaver.
Bible History—Blaikie.

Books to be Read—
Life of Otterbein—Drury.
Our Heroes, Vols. I. and II.—Weekley and Fout.
Our Church Abroad—Hough.
The Frontier—Platt.
The Why and How of Foreign Missions—Brown.
Individual Work for Individuals—Trumbull.
Laymen in Action—Quayle.
Life of Bishop Mills—Funk.
Torches Aloft—Bell.
Immigrant Forces—Shriver.
Three books at least to be selected and read.

Examinations.

2. The conference superintendent, or a committee appointed by him, shall hold examinations each year in the books studied. A quarterly-conference licentiate is permitted to complete the entire course in one year; but should he fail to complete the course within three years his license shall not be subject to renewal. He is required to complete

the quarterly-conference course of study before being admitted to the annual conference.

Permanent License.

3. Any one completing the above course of study and passing satisfactory examinations in the same, may receive a license certifying to that fact, and not requiring annual renewal, so long as his teaching is conformable to the doctrines of Christ, as held by our Church, and his deportment is in harmony with the requirements of our Discipline.

SECTION II.

ANNUAL-CONFERENCE PREACHERS.

Examinations.

1. A licentiate preacher is to be examined in the subjoined course of study by the annual conference to which he belongs, and shall have the privilege of being examined after the completion of one or more studies during the interim of annual conference, and the examinations on the studies shall be completed, if possible, before the sitting of the conference. The examinations shall be in writing, and graded on a scale of 100, an average of 70 being required. There shall be a standing secretary for the committees on courses of study who shall keep permanent records of each licentiate. of his examinations, by whom conducted, the grades given in each book or study, note the completion of his course, when ordained, transferred, or dismissed.

A book shall be provided by the annual conference for this purpose and shall be preserved as the property of the conference.

2. To assist and encourage licentiates in their studies and also for the purpose of securing greater uniformity and efficiency in the examinations, the following plan shall be pursued: The faculty of Bonebrake Theological Seminary shall prepare a list of from fifty to two hundred questions on each subject of study, as the subject may require, to be placed in the hands of the examiners only. The faculty shall likewise prepare a list of helpful suggestions on each subject for the student, to be placed in the hands of the student, at the beginning of each year of study. The examiners on course of study shall select without the knowledge of the licentiate ten or more of these questions on each subject for examination, the examination always being conducted in the

presence of one or more of the examiners. Each licentiate shall also present a written sermon in connection with the examination of each year. The sermon for the first year's examination shall be upon a practical theme; for the second year, a doctrinal; for the third year, a historical, and for the fourth year, a social. If any licentiate is unable to appear before his examiners he shall report the cause of his absence.

Completing the Course.

3. Each licentiate is expected to complete the prescribed course within four years, unless good reasons exist for delay.

4. Should any licentiate fail to complete the course within six years, he shall be referred to his quarterly conference and his annual-conference license surrendered.

5. Any licentiate who has completed the full course of study in Bonebrake Theological Seminary, and has passed the examinations entitling him to a diploma from that institution, shall be excused from examinations in the annual-conference course of study.

First Year.

Books to be Studied—

The Teaching of Christ—Morgan.
Future Leadership of the Church—Mott.
Extemporaneous Oratory—Buckley.
United Brethren Church History—Berger, Part I.
Making of a Sermon—Pattison.
Principles of Education—Ruediger.

Commit to Memory—

The Ten Commandments, Psalms 1 and 2, and the Beatitudes.

Books to be Read—

Cyclopedic Handbook to the Bible, Old Testament—Angus-Green.
With Christ in the School of Prayer—Murray.
Our Bishops—Thompson.
Personal Life of David Livingstone—Blaikie.
The Worker and His Bible—Eiselen.
Winning the Oregon Country—Faris.
The Glory of the Ministry—Robertson.

The Graded Sunday School in Principle and Practice—Meyer.

Three books at least are to be selected and read.

Second Year.

Books to be Studied—

Prophecy and the Prophets—Eiselen.

The Preacher—Hoyt.

United Brethren Church History—Berger, Parts II., III., and IV.

Fundamentals of Child Study—Kirkpatrick.

Exegetical Studies—Galatians (Cambridge Bible), I. and II. Timothy and Titus (Cambridge Bible).—Use either the Cambridge Bible for Schools and Colleges or Dummelow's Commentary.

Commit to Memory—

Isaiah, fifty-third chapter; First Corinthians, thirteenth chapter.

Books to be Read—

Cyclopedic Handbook to the Bible, New Testament—Angus-Green.

Life of Weaver—Thompson.

Autobiography of Finney.

The Church of the Open Country—Wilson.

Crises of the Christ—Morgan.

The Bible—Its Origin and Nature—Dods.

The Indwelling Spirit—Davison.

The Foreign Missionary—Brown.

The Point of Contact in Teaching—DuBois.

Three books at least are to be selected and read.

Third Year.

Books to be Studied—

Outlines of Doctrinal Theology—Drury, pp. 1-99.

Psychology—Angell.

The Pastor Preacher—Quayle.

Reasonable Biblical Criticism—Beecher.

Church History—Fisher.

Exegetical Studies—Amos (Cambridge Bible), and Philippians (Cambridge Bible).—Use Cambridge Bible for Schools and Colleges or Dummelow's Commentary.

Commit to Memory—
Acts 17: 22-31; Psalm 34.

Books to be Read—
Jesus Christ and the Social Question—Peabody.
Problem of the Old Testament—Orr.
The Spiritual Life—Murray.
The Preacher, His Life and Work—Jowett.
The Spiritual Life—Coe.
Building a Working Church—Black.
Christianizing the Social Order—Rauschenbusch.
The Inner Witness of the Fourth Gospel—Keister.
Rural Christendom—Roads.
Three books at least are to be selected and read.

Fourth Year.

Books to be Studied—
Outlines of Doctrinal Theology—Drury, pp. 100 to end.
The Building of the Church—Jefferson.
Manual of Ethics—Mackenzie.
Jesus and the Gospel—Denney.
Apologetics—Kephart.
The Virgin Birth of Christ—Orr.

Books to be Read—
Social Message of the Modern Pulpit—Brown.
Christianity and the Social Crisis—Rauschenbusch.
Education in Religion and Morals—Coe.
Pastoral and Personal Evangelism—Goodell.
The Light of the World—Speer.
Things Fundamental—Jefferson.
Introduction to the Study of Economics—Bullock.
The Resurrection of Jesus—Orr.
Life of Mueller—Pierson.
Philosophy of Theism—Bowne.
Four books at least are to be selected and read.

Section III.

German Course of Study.

QUARTERLY-CONFERENCE PREACHERS.

First Year.

Doctrines.—The presence of God, the personality of God, the Trinity, the creation, the fall of man.

Books.—The Bible, Discipline, and the United Brethren Church, "Christlich-Apostolisches Glaubens-Bekenntniss," by W. Nast, "Christologische Betrachtungen," by W. Nast.

Second Year.

Doctrines.—The corruption of mankind, repentance, faith, justification, regeneration, witness of the Spirit, sanctification, possibility of falling from grace.

Books.—The Bible, Church Discipline. Hare's "Rechtfertigung durch den Glauben," D'Aubigné's "Reformations-Geschichte," "Bekämpfung des Unglaubens," by Christlieb.

ANNUAL-CONFERENCE PREACHERS.

First Year.

Doctrines.—The being and attributes of God, the Trinity, the creation, the doctrine of the angels, the doctrine of mankind, man in the image of God, the fall and the corruption.

Books.—The Bible; Church Discipline; Sulzberger's "Glaubenslehre"—First Part; Luthardt's "Apologetische Vorträge"—First Part; Dr. Joseph Beck's "Grundriss der Empirischen Psychologie"; Kurtz's Text-Book on Sacred History; Berger's History of the United Brethren Church; Nippert's "Praktische Theologie"; Grammatik, Heise's "Leitfaden—Die Wortlehre"; written sermon on the Sabbath.

Second Year.

Doctrines.—The doctrines of Jesus Christ, doctrine of the personality and divinity of the Holy Ghost, doctrine of the salvation of man, conviction, repentance, faith, justification, regeneration, sanctification, possibility of falling from grace.

Books.—The Bible; Church Discipline; Sulzberger's "Glaubenslehre"—Second Part; Luthardt's "Apologetische Vorträge"—Second Part; Weber's "Einleitung in die Heiligen Schriften"; "Das Christliche Heilsleben," by F. F. Paulus; Bishop Hurst's Church History; Dittmar's "Welt-Geschichte"—First Part; Grammatik, Heise's "Leitfaden—Die Satzlehre"; written sermon on repentance and faith.

Third Year.

Doctrines.—The sacraments—baptism and the Lord's Supper, the immortality of the soul, the resurrection of the

body, the future general judgment, everlasting rewards, and everlasting punishment.

Books.—The Bible; Church Discipline; Sulzberger's "Glaubenslehre"—Third Part; the Immortality of the Soul, by F. L. Nagler; D'Aubigné's "Reformations-Geschichte"; H. Dittmar's "Welt-Geschichte"—Second Part; Heise's Grammatik—Wiederholung; W. Sommer's "Aufsatzlehre"; written sermon on baptism.

Books Recommended.

Jellinghaus's "Das Völlige Heil," and C. H. Spurgeon's "Winke für Prediger," oder 23 Vorlesungen.

Section IV.

Deaconess Course of Study.

First Year.

Books to be Studied—

Synthetic Bible Studies, Pentateuch and Historical Books—Gray.
With Christ in the School of Prayer—Murray.
Life of Christ—Stalker.
United Brethren Handbook—Shuey-Shupe.
United Brethren Discipline.

Books to be Read—

History of the United Brethren Church—Berger, Part 1.
How to Bring Men to Christ—Torrey.
Seven Laws of Teaching—Gregory.

Commit to Memory—

Psalms 2, 23, and 34.

Second Year.

Books to be Studied—

Synthetic Bible Studies, New Testament—Gray.
Deaconesses—Wheeler.
Training the Teacher—Schauffler and others.
Quiet Talks on Power—Gordon.
Binney's Theological Compend—Binney-Steele.
Life of St. Paul—Stalker.
Study of Child Life—Mary Washburn.

Books to be Read—

The Tongue of Fire—Arthur.
United Brethren Church History, Parts II., III., and IV. —Berger.
Bible Geography—Hurlbut.
Manual of Nursing—Weeks.

Commit to Memory—

The Beatitudes; First Corinthians, Thirteenth Chapter.

GERMAN COURSE OF STUDY FOR DEACONESSES.

Buecher fuer Gemeinde-Diakonissen Studien-Kursus.

Erstes Jahr.

Die deutsche Bibel. (a) Altes Testament, I. Mose—2-ten Chronika. (b) Neues Testament, Die Evangelien.
Life of Christ—Stalker.
Geschichte der weiblichen Diakonie—Golder.
Manual of Bible Study—Blakie.
Deaconesses—Wheeler.
In der Schule des Gebets—Murray.

Buecher Angeraten zu Lesen.

Des Christen Geheimniss eines verborgenen Lebens—H. W. Smith.
Life of Christ—Edersheim.
How to Bring Men to Christ—Torrey.

Zweites Jahr.

Die deutsche Bibel. (a) Altes Testament, Esra—Maleachi. (b) Neues Testament, Apostelgeschichte bis Offb. Johannes.
Binney's Theological Compend—Binney-Steele.
Heilige Geschichte—Sulzberger.
Calwer Kirchengeshichte.
Life of St. Paul—Stalker.
Social Law of Service—Ely.
Die Krankenpflege—Duembling.

Buecher Angeraten zu Lesen.

Manual of Nursing—Weeks.
Tongue of Fire—Arthur.
Vereinigte Brueder Kirchengeschichte—Berger.
Groesserer Katechismus—Nast.

CHAPTER X.

Appeals.

Section I.

FROM THE DECISION OF A CLASS.

Should any member be dissatisfied with the decision of a church or class, or committee of a church or class, an appeal may be had to the next quarterly conference by giving notice thereof to the preacher in charge, or the secretary of the trial, within thirty days after said trial, together with the reasons for such appeal; and it shall be the duty of the secretary to furnish the quarterly conference with a certified copy of the proceedings of the trial and of the notice of the appeal.

Section II.

FROM THE DECISION OF A QUARTERLY CONFERENCE.

Any member of a quarterly conference dissatisfied with the decision thereof, may appeal to the ensuing annual conference, within thirty days after the quarterly conference, by giving notice to the secretary, in writing, of his intention to appeal, together with his reasons for so doing; and it shall be the duty of the secretary to furnish a certified copy of the proceedings, the notification, and the reasons assigned, to the annual conference.

Section III.

COURT OF APPEALS.

1. Any member of an annual conference, when dissatisfied with the decision thereof, shall have a right to appeal to a judicial court, which shall be constituted and governed as hereinafter stated.

2. Each annual conference, at the first session subsequent to the session of the General Conference, shall elect by ballot two members of the court, who shall hold office for four consecutive years.

3. In case of an appeal from an annual conference in form and manner hereinafter set forth, the presiding bishop of said conference shall, at such time and place as he may determine, call together seven of the members of the court

most accessible to the conference from which the appeal is taken, who, thus called together, shall constitute an appellate court to hear and determine said appeal.

4. This court shall organize by electing a chairman and some competent person as secretary.

5. The secretary shall receive and hold all papers and records pertaining to said appeal, subject to the order of the chairman; keep a true record of all proceedings of said court, and certify the decision thereof to the annual conference from which the appeal is taken, and also to the appellant.

6. Five of these members shall be necessary to constitute a quorum, and four must agree on a verdict. The court may affirm or reverse the finding and decision of the annual conference, or affirm in part and reverse in part; but it shall not reverse the same, nor remand the case for a new trial on account of errors plainly not affecting the result.

7. The decision of this court shall in all cases be final, except when the objections are taken on the ground that the proceedings were irregular in the application of law, and said objections are entered before the verdict of the court is announced. In case of appeal from the court under this clause, the appellant must give notice within thirty days to the secretary of the court, who shall send a copy of all proceedings in said case to the General Conference.

8. In case of an appeal from the decision of an annual conference, the appellant must give written notice to the secretary of said conference within thirty days after the adjournment thereof, setting forth both his intention to appeal and the reasons for so doing.

9. On receipt of a notice of appeal, the secretary of the conference shall immediately notify the presiding bishop, and, on notice from said bishop, transmit a copy of the proceedings of the conference in said case to said court of appeal.

10. The necessary expenses incurred in the assembling of said court shall be paid by the appellant, if the appeal is not sustained; if the appeal is sustained, the annual conference in which the appeal is made shall pay the expenses, and the appellant shall, in all cases, at the time the notice of appeal is given, deposit with the secretary of said annual conference security for the payment of said expenses, in an amount fixed by said secretary.

PART III

Social Service and Moral Reform

CHAPTER XI.

Special rules.

Section I.

social service.

Inasmuch as existing social and industrial conditions call for wise and firm leadership from the churches, the Church of the United Brethren in Christ stands:

1. For equal rights and complete justice for all men in all stations of life.

2. For the protection of the family, by the single standard of purity, uniform divorce laws, proper regulation of marriage, and proper housing.

3. For the fullest possible development for every child, especially by the provision of proper education and recreation.

4. The abolition of child labor.

5. For such regulation of the conditions of toil for women as shall safeguard the physical and moral health of the community.

6. For such consideration of the causes of poverty as will lead to their prevention and abatement.

7. For the absolute prohibition of the manufacture and sale of alcoholic liquor by state and federal enactment because of the social, economic, and moral waste of the liquor traffic.

8. For the conservation of health.

9. For the protection of the worker from dangerous machinery, occupational diseases, and mortality.

10. For the right of all men to the opportunity for self-maintenance, for safe-guarding this right against encroachments of every kind, and for the protection of workers from the hardships of enforced employment.

11. For old age and unemployment insurance, and for adequate federal action touching our unemployment problem.

12. For the right of employees and employers alike to organize for adequate means of conciliation and arbitration in industrial disputes.

13. For a release from employment one day in seven.

14. For the gradual and reasonable reduction of the hours of labor to the lowest practicable point, and for that degree of leisure for all which is a condition of the highest human life.

15. For a living wage as a minimum in every industry, and for the highest wage that each industry can afford.

16. For a new emphasis upon the application of Christian principles to the acquisition and use of property, and for the most equitable division of the product of industry that can be ultimately devised.

Section II.

TEMPERANCE.

Intoxicating Drinks.

1. The making, vending, and using of intoxicating drinks as a beverage, the renting and leasing of property to be used for the manufacture or sale of such drinks, also the signing of petitions for granting license, or the entering as bondsmen for persons engaged in the traffic in intoxicating drinks, are strictly prohibited; and should any of our members be found guilty in these respects, they shall be dealt with as in the case of other immoralities; this rule, however, shall not be so constructed as to prevent druggists and others from the vending and using of alcohol for medicinal or mechanical purposes.

Temperance Commission.

2. There shall be a permanent temperance commission, consisting of one minister and one layman from each bishop's district, to be appointed by the board of bishops. The duties of this commission shall be: To keep in close touch with similar organizations in other churches; to appoint or to authorize the appointment of delegates to local or national bodies; to collect funds for the expenses of correspondence and suitable literature.

3. The last Sunday in November of each year shall be observed as Temperance Day, but where an annual field-day is observed under the auspices of an organized temperance agency this shall be a substitute, when desirable, for the Temperance Day.

Tobacco.

4. We believe that the use of tobacco in any form is injurious to body, mind, and moral nature, and a needless waste of money which could and should be otherwise applied; and we kindly advise all our members to abstain from its use.

Section III.

SABBATH OBSERVANCE.

The Sabbath day is ordained of God as a day of physical rest and of spiritual improvement, and the perpetuity of our civil and religious institutions demands its proper observance. The Church of the United Brethren in Christ, in view of the growing tendency to profane the day, as seen in the open saloon, the beer-garden, the base-ball games, the social dance, excursion trains, unnecessary labor, the increasing apathy of the masses to attend the public service of the church, and the disregard of God's command to "remember the sabbath day to keep it holy," earnestly counsels all its members to abstain from everything that does not contribute in the highest degree to their spiritual growth. Our ministers and general officers of the Church are advised to be examples to the flock over which the Holy Ghost hath made them overseers.

Section IV.

SLAVERY.

All slavery, in every sense of the word, is totally prohibited, and shall in no way be tolerated in our Church.[1]

Section V.

SECRET COMBINATIONS.

1. A secret combination is a secret league or confederation of persons holding principles and laws at variance with the Word of God and injurious to Christian character, as evidenced in individual life, and infringing upon the natural, social, political, or religious rights of those outside its pale.

2. Any member or minister of our Church found in connection with such combination shall be dealt with as in

[1]This law, in its essential character, was adopted by the General Conference in 1821, Bishops Newcomer and Zeller presiding.

other cases of disobedience to the order and discipline of the Church; in case of members, as found in Chapter IV., Section III., and in case of ministers, as found in Chapter VI., Section IX.

Section VI.

OATHS.

We believe that the mode of testifying to the truth when required to do so in a legal form, by way of affirmation, is on us solemnly, conscientiously, and fully binding, before God, to tell the truth, the whole truth, and nothing but the truth.

Section VII.

WAR.

We most positively record our disapproval of engaging in voluntary national aggressive warfare; yet we recognize the rightful authority of the civil government, and hold it responsible for the preservation and defense of our national compact against treason or invasion by any belligerent force, and we believe it to be entirely consistent with the spirit of Christianity to bear arms when called upon to do so by the properly-constituted authorities of our Government for its preservation and defense.

Section VIII.

DIVORCE.

1. We believe that the marriage relation is of divine authority; that it is the mutual union of one man and one woman; that the obligation is most sacred, and morally binding so long as both shall live, and therefore cannot be dissolved at will, nor should it be by a decree of a civil tribunal, except on evidence that one party is guilty of adultery.

2. On positive evidence of such guilt the innocent party is free from further matrimonial obligations and justly entitled to a divorce and to marry again, but the guilty party has no such right.

3. We deny the right of marriage to both parties who have been divorced for other causes than adultery.

4. Any person sustaining a marriage relation contrary to that above recognized as justifiable shall be ineligible to the office of the ministry of this Church.

5. No minister of this Church shall knowingly solemnize the marriage of two persons, either of whom has been divorced for other than the above justifiable cause, and shall be amenable to the Church for disobedience to the order thereof.

6. Every pastor shall be required to preach at least once a year on the sanctity of the home, and to warn his people against the debasing influences that imperil our home life.

PART IV

Property

CHAPTER XII.

Church-Houses and Parsonages.

Electing Trustees.

1. Whenever it is contemplated to purchase or build a church-house or parsonage, it shall be the duty of any member to make it known to the quarterly conference of the circuit or station to which he belongs. The quarterly conference shall then elect a board of trustees of not less than three persons, or as the law of the State may require; provided, however, that at least a majority of said board shall be members of the Church of the United Brethren in Christ. The trustees shall hold their office during the pleasure of the quarterly conference.

Vacancies.

2. When vacancies occur in a board of trustees it shall be the duty of the quarterly conference to elect suitable persons to fill such vacancies, and the secretary of the board of trustees shall see that the records of the county wherein such board may reside shall correspond with the facts in the case according as the law of the State may require, after such vacancies have been filled.

Duties of Trustees.

3. The trustees shall meet annually, and shall organize, if a new, or reorganize if an old board, by electing from their number the following officers; namely, a president, secretary, and treasurer. Special meetings may be called by the president or by a majority of the members of the board.

4. The secretary shall keep a correct record of all business transactions of the board in a book provided for that purpose, which shall at all times be open for the inspection of the official board and the quarterly conference, as well as of the board of trustees.

5. The treasurer shall receive all funds of the board for church-house, cemetery, or parsonage purposes, and pay out the same under the direction of the board, on regularly-drawn orders signed by the president and secretary, and report the financial condition at their several meetings, and to the quarterly conference at least once each year.

6. No board of trustees shall begin the building of a church-house or parsonage without first submitting their plans and estimates of lot, or lots, and building to the official board or quarterly conference for consideration, approval and direction. Nor shall they proceed to buy or build without first procuring an incorporation of their board such as the State requires, and approved by the board of annual conference trustees, nor without securing and recording a legal deed to themselves and their successors in office in trust for the Church of the United Brethren in Christ, for the real estate which they purchase, nor until they have the necessary means either in hand or sufficiently assured, thus securing harmony of action, and avoiding the encumbering of houses of worship and parsonages with embarrassing debts.

7. It shall be the duty of the board of trustees to take charge of all the church property, employ janitors, furnish light and fuel, keep the property insured, and look carefully after other wants from time to time.

8. For the raising of funds for extraordinary expenses, such as building churches, or making extensive repairs, or paying large debts, the trustees may devise such measures as may be deemed best, and report the same to the official board or quarterly conference for approval and co-operation.

Sale and Rent of Church-Houses and Parsonages.

9. The quarterly conference may authorize the board of trustees to lease, rent, or sell church or parsonage property within its jurisdiction; provided, however, that said proceeds shall be used in purchasing, repairing, or building new church or parsonage property within its bounds, except the interest or rents accruing from parsonage property, which may be applied to pay rent on the house occupied by the pastor. Provided further, that no church-house shall be sold that would result in the discontinuation or disorganization of a class, without the consent of the annual conference within the bounds of which said property is located. An exchange of church property for the purpose

of federation with a church of another denomination in the community may be effected, when so desired, upon approval of the annual conference.

Conditions of Mortgages and Liens.

10. No board of trustees shall have power to mortgage or to place a lien of any kind on real estate of the United Brethren in Christ, except for the purchase of such real estate, or the erection of necessary buildings, or for repairing, or otherwise improving the same.

Unused Church-Houses.

11. When a house of worship outside of the jurisdiction of any quarterly conference ceases to be used by our own people for preaching or other religious purposes, it shall be the duty of the conference superintendent of the district in which such house is located to report to the annual conference, which body shall authorize the board of conference trustees to rent, lease, or sell such house of worship, as they may deem advisable, and report their proceedings to the annual conference, and that body shall have power to use the proceeds to pay debts on other houses of worship, build new houses of worship, or turn the money into the funds of the conference church extension society, or conference church erection society, as may seem proper, at its own discretion; provided, that in no case shall a church-house and its premises be sold without the consent of the annual conference within whose bounds it is located. A conference in which there is no board of conference trustees shall have power to elect such a board.

Abandoned Parsonages.

12. Should any parsonage be permanently abandoned as such, the superintendent of the district in which such parsonage is located shall report the same to the annual conference, which body shall authorize the board of conference trustees to rent, lease, or sell such parsonage and report their proceedings to the next annual conference, which body shall have power to use the money to pay debts on other parsonages or in building new ones within its borders, or to turn the money into the conference church extension society, or conference church erection society. Where there is no board of conference trustees the conference shall have power to elect such a board.

Transfer of Churches.

13. When a lot is deeded to an English United Brethren church, or to a German United Brethren church, and one or the other ceases to exist in an organized form, by deaths, removals, expulsions, or otherwise, or when a majority of the members of said church shall decide to change either from the German to the English, or *vice versa*, then the church remaining shall have full right to make such improvements or repairs on said lot as may be desirable for the purposes of worship, and shall be entitled to peaceful possession.

Division of Interest.

14. In cases where fields of labor having parsonages upon them are divided, the disposition of said parsonages shall be submitted to a board of arbitration, consisting of three members of the Church, one to be chosen by each quarterly conference and the third by these two, to whom the whole matter shall be referred, their decision of the case being final. In cases where more than two quarterly conferences are interested, the same plan shall be pursued. In case this plan fails the quarterly conferences shall instruct the conference superintendent to appoint a committee of three persons, all members of our Church but none of them residents or members of either of the fields affected, and their decision shall be final; provided, however, that such action shall be taken within two years of such division.

Real Estate.

15. Other real estate held for church or parsonage purposes shall be subject to the same regulations as houses of worship and parsonages.

Conference or District Property.

16. Where there is no provision by the laws of the State for the incorporation of religious organizations, and there is property that belongs to a district or conference, such as parsonages for the use of bishops or conference superintendents, said conference or the conferences of said district may elect a board of trustees, who shall be members of the Church of the United Brethren in Christ, residing within the district or conference, who shall have the right to receive deeds for such property and power to lease, rent, or sell the same.

17. Any quarterly conference that has appointed trustees for a bishop's parsonage shall fill all vacancies under the direction of the co-operating conferences.

PART V

Boards, Departments, and Institutions

CHAPTER XIII.

Board of Church Trustees.

1. Be it ordained by the General Conference of the Church of the United Brethren in Christ, That there shall be an incorporated board of trustees for the Church of the United Brethren in Christ, consisting of twelve members, a majority of whom shall be citizens of Ohio, elected by the General Conference of said Church for a term of four years, or until their successors are elected. Said board shall be known as the Trustees of the United Brethren in Christ, and its headquarters shall be in Dayton, Ohio.

2. The organization of this board shall be effected at its first regular meeting of each quadrennium by the election of a president and secretary, and it shall thereafter reorganize annually. The general Church treasurer shall be the treasurer of this body. It shall meet on the call of the president annually, or whenever the president and secretary may determine. The board may elect an executive committee with authority to transact any necessary business in the interim of the board's sessions, subject to the approval of the board.

3. It shall be the duty of the board to receive, hold in trust, or apply, for the benefit of the Church of the United Brethren in Christ, any and all funds, donations, grants, and bequests that may be given, directed, or conveyed to such board or to the United Brethren Church as such, for any benevolent purpose whatever. All such funds and the proceeds thereof shall be applied in harmony with the specified purpose of the donors, or in the absence of such specifications, as the board may determine.

4. The board shall report quadrennially to the General Conference of said Church all funds and property received for the Church and the disposition made of the same, and shall be answerable to, and under the direction of said General Conference.

CHAPTER XIV.

Board of Administration.

Organization.

1. The general Board of Administration shall consist of the bishops, *ex-officio*, and one minister and one layman for every fifty thousand members or fraction thereof from each bishop's district in the United States, to be elected by the General Conference. The General Conference shall elect an executive secretary.

2. The board shall meet after the adjournment of General Conference on the call of the senior bishop. It shall elect a chairman and recording secretary, and such committees as shall be needed. It shall have power to appoint its times and places of meeting during the quadrennium.

3. The board shall have power to fill any vacancies in its own body which may occur during the quadrennium.

Duties of the Board.

4. The Board of Administration is entrusted with the promotion of the financial plan of the Church.

5. The board shall provide for the General Conference expense fund.

6. The board shall direct general campaigns during the quadrennium to attain such Church goals as have been determined by the General Conference.

7. The board shall receive reports from the general Church treasurer, and to it he shall be responsible for the faithful performance of his duties.

8. The board shall direct the auditing of the accounts of all departments of the Church, with a view to securing such uniformity of method and completeness of form as shall be most efficient, and shall give any needed information to the Church.

9. The board shall plan and put into execution a campaign for the raising of a pension fund for aged ministers.

10. The board shall fill any vacancies in General Conference offices that may occur during the quadrennium, in case there is no specific board charged with that duty, and no provision of the Discipline to fill such office.

11. The board shall be the co-ordinating body for the entire denomination, acting with the bishops, to secure harmony and efficiency in the plans of all Church departments

In exercising this function, it shall have on advisory relation to all departments as to business methods and plans.

12. The board shall recommend to succeeding General Conferences such changes in the Discipline and plans of organization, and such methods of co-operation as it believes will increase the efficiency and co-ordinate the work of the entire Church, its recommendations to be printed and mailed to each delegate to the next General Conference at least thirty days before the convening of the conference.

13. The board shall study the charters of institutions and societies of the Church, and supply the General Conference any needed information.

NOTE: The Board of Administration was authorized to devise a practical plan by which delegates to the General Conference may be provided with advance reports of the departments.

CHAPTER XV.

Financial Plan of the Church.

Board of Administration.

1. The general Board of Administration shall promote the financial plan of the Church, encourage the study and practice of Christian stewardship, give publicity to plans and methods, re-enforce the departments in securing funds, and aid in attaining the financial goals fixed by the General Conference.

Apportionment and Division of Funds.

2. (1) The Board of Administration shall apportion the General Conference budget to the annual conferences, and determine the ratio of distribution of the benevolence budget to the boards whose support from the budget is authorized by the General Conference.

(2) The annual conferences shall make an apportionment of the general benevolence budget, including the annual conference budget, to the various charges in the conference. The entire amount collected from the various charges in the conference shall be divided between the general benevolence budget and the annual conference budget on the basis of the proportion that each sustains to the entire budget. The amount of the general benevolence budget shall be transmitted immediately to the general Church treasurer at Dayton, Ohio, who shall at once send a copy of the receipts to the various departments. The general Church treasurer shall credit to the various departments the amounts due them from this fund on the basis of the proportion that the apportionment for them to that conference sustains to the entire general benevolence budget for said conference.

(3) Should an annual conference consider its apportionment excessive, it may confer with the general Board of Administration for adjustment of the apportionment.

The Annual Conference.

3. (1) There shall be in each annual conference a finance committee composed of the conference superintendents and an equal number of ministers and laymen elected by the annual conference who shall arrange for the annual conference budget and apportion it to the various charges. This committee shall co-operate with the committee in the local

church and the general Board of Administration in working out the financial plan on each charge.

(2) The annual conference budget shall consist of the apportionment of the general budget, plus the annual conference benevolences, which shall include the apportionment for the educational institutions with which the conference co-operates. In fixing the amount to be apportioned to the annual conference benevolences consideration should be given to the real needs and the present and past giving of the conferences to these benevolences. The conference committee shall report to the annual conference the entire conference budget and the amount included for each interest for adjustment and adoption.

(3) In apportioning this budget to the various charges, the conference committee shall be governed by the ability and the standard of giving of the local church or churches.

(4) The entire amount collected from the various charges in the conference shall be divided between the general benevolence budget and the conference budget on the basis of the proportion that each sustains to the entire budget.

(5) All conference benevolence work shall first be approved by the conference committee on finance before being presented to the local churches.

(6) Should any charge consider the apportionment made by the annual conference as excessive, the official body of the charge may confer with the conference committee on finance for readjustment.

The Local Church.

4. (1) Each local church shall give special attention to systematic instruction in Christian stewardship and the methods of finance recommended by the committee.

(2) The official board shall elect a benevolence committee in each local church which in conjunction with the pastor shall provide for the benevolence offerings of the church.

(3) The benevolence committee shall direct an every-member canvass of the members and supporters of the church for an offering on the weekly basis for the benevolence budget. This canvass when possible shall be made at a different time from that for the current expense budget.

(4) It is recommended by the General Conference that pastors and official boards give the official benevolences the

right of way before allowing special and outside local benevolences to be presented to their congregations; furthermore, such appeals shall be presented only after they have the endorsement of the official board.

Plan of Finance for the Local Church.

5. (1) The official board or the quarterly conference shall arrange a budget for the current expenses, including the pastor's salary, the conference superintendent's salary unless otherwise provided by the annual conference, and all the other local church expenses for the year.

(2) A committee on finance shall be elected by the official board. This committee shall provide for a personal canvass of the members and supporters of the church for an annual pledge on the weekly basis, and when practical this canvass shall be made prior to the beginning of the fiscal year. This canvass can be omitted when the scriptural plan has been adopted of bringing the whole tithe into the storehouse.

(3) The quarterly conference shall elect a financial secretary and two treasurers, one to care for the current expense fund and the other for the benevolence offerings of the church. The financial secretary shall keep an account of the offerings to both budgets in a book provided for that purpose. The treasurer of the benevolence fund shall remit to the conference treasurer monthly. The treasurer of the current expense fund shall distribute it as ordered by the official board.

The Sunday School.

6. (1) A budget covering all the current expenses of the Sunday school may be prepared by the proper officials of the Sunday school, the same to be submitted to the church committee on finance to be incorporated in the local church's current expense budget. All bills shall be paid by the church treasurer on orders signed by the superintendent and secretary of the Sunday school.

(2) The regular offerings taken in the Sunday school shall be applied on the budgets adopted by the local church.

(3) When practical, the envelope system for offering is to be used, a definite per cent. of the offering to be apportioned by the Sunday-school board to both the current expense and benevolence budgets of the local church. If the duplex envelope is used, then the amount indicated by the

giver shall go to each budget. The every-member canvass plan may be carried out in the Sunday school.

Apportionments.

7. (1) The benevolence budget is to be regarded as the minimum and not the maximum standard of giving. It is not an assessment, but what is asked of the local church through the general Board of Administration to sustain the various boards and the work of the conference.

(2) Previous to the every-member canvass for both current expense and benevolence budgets, there should be special sermons and inspirational addresses, systematic study of the financial plan of the church, the needs of the various boards, and the work of the annual conference.

Teaching Christian Stewardship.

8. (1) The Board of Administration shall teach and otherwise promote the principles of Christian stewardship, as they apply to life, talent, time, and all possessions.

(2) The outstanding principles of Christian stewardship recorded in the Word of God and fostered by the Church are God's ownership and man's tenancy. The resources of the earth, the mines, the forests, the fields, the cattle upon a thousand hills are his. Man, into whose hands these things are given, is to administer them in such a way as to carry out God's purposes in the establishment of his kingdom. In his Word, three distinct statements are given concerning the part he has reserved for himself for this purpose: First, "The tithe is the Lord's"—it does not and cannot belong to man; second, "It is holy unto the Lord"—a sacred thing which we should return devotedly to him; third, "Bring the tithe into the place which the Lord thy God shall choose to set his name there"—offer it with devotion in the house or place set aside for his worship. On the first day of the week we are to worship by bringing an offering cheerfully as God hath prospered.

CHAPTER XVI.

Department of Sunday School, Brotherhood, and Young People's Work.

Section I.

CONSTITUTION.

In order to secure a general and systematic study of the Bible, the development of the various forms of men's work in our Church, and the training of our young people for the best service, we ordain the following constitution for the departments to be known as the department of Sunday School and Brotherhood work, and the department of Young People's work, which departments shall be the legal successors to what was heretofore known as the General Sunday School Board, the Men's Movement, and Young People's Christian Endeavor Union.

Article I.—Board of Control.

The departments of Sunday School and Brotherhood, and of Young People's work, shall be under the direction of a general board of control.

Article II.—Object.

The object of this board shall be to promote the organization, growth, and efficiency of Sunday schools, Brotherhoods, and Young People's societies, and hold such conventions as may be deemed wise and necessary.

Article III.—Members of the Board.

The board shall be composed of nine members, at least five of whom shall be laymen, who shall be elected by the General Conference, together with the editors of the Sunday-school literature, the editor of the Watchword, and the general publishing agent. The bishops shall be *ex officio* members of this board. A majority of the board shall constitute a quorum.

Article IV.—Officers and Meetings.

1. This board shall be convened by the senior bishop within thirty days after election, and shall be organized by electing a president and recording secretary.

2. The general treasurer of the Church shall be the treasurer of this board.

3. The board shall meet annually in the month of April or May on such day or days as it may from time to time determine; other meetings may be held upon the call of the president of the board.

Article V.—Executive Committee.

The board shall elect five as an executive committee for the department of Sunday School and Brotherhood work, and five as an executive committee for the department of Young People's work, which committees shall act in the interims of the board meetings.

Article VI.—Vacancies.

The board shall be empowered to fill vacancies occurring during the quadrennium.

Article VII.—Funds.

1. The sources of the funds shall be an apportionment from the Board of Administration and the offerings from the observance of Children's Day, Brotherhood Day, and Young People's anniversary day.

2. The funds of the department of Sunday School and Brotherhood work shall be used to assist in maintaining Sunday schools in home and foreign fields, in organizing and promoting the best interests of Bible classes, Brotherhoods, leagues, etc., and for defraying the legitimate expenses of the department; provided that the principal of all permanent funds shall be carefully invested and only the income therefrom be expended.

3. The funds of the department of Young People's work shall be used in promoting religious work among our young people, in providing for their training in Christian service throughout the entire denomination, and in helping to defray the expenses of the department.

4. All applications for literature for Sunday schools shall be made through the general secretary, the granting of which request shall be subject to regulations prescribed by the board or executive committee. Appropriations shall be made only to Sunday schools conducted in harmony with the disciplinary provisions of the United Brethren Church, or to schools giving satisfactory evidence that they will soon become such.

Article VIII.—Duties of Officers.

1. The president shall preside at the meetings of the board. He shall also call special meetings of the board when in his judgment and that of the executive committee, it is necessary.

2. The recording secretary shall keep an accurate record of the business transactions of the board in a book provided for that purpose, and under direction of the president shall issue the call for the regular and special sessions of the board.

3. The general Church treasurer shall hold in trust the funds of the board and disburse the same on orders properly signed by the chairman and secretary of the executive committee of each department respectively.

4. It shall be the duty of the general secretary of the department of Sunday School and Brotherhood work, when at all practicable, to visit the conferences in the interest of the work of his department; he shall endeavor to stimulate interest in Sunday schools and Brotherhoods by presenting the most approved methods of work; he shall urge the organization and maintenance of all recognized departments; he shall promote teacher-training and shall urge the observance of Children's Day; he shall aid in developing Christian benevolence and interest in missions in Sunday schools and Brotherhoods; he shall keep a record of all bequests, legacies, notes, and other valuable papers coming into his possession and turn them over to the general Church treasurer for safe deposit; he shall prepare and publish a quadrennial report for the General Conference and perform such other duties as the board may direct.

5. It shall be the duty of the general secretary of the department of Young People's work to plan for and promote the most approved methods of work among our young people; to visit conferences and hold institutes in connection with conference union conventions; to consult with conference union officers as to the best ways of increasing the efficiency of the local societies, to stimulate religious training among our young people, and to prepare reports and perform such duties as the board may direct.

Article IX.—Annual-Conference Relations and Duties.

1. Each annual conference shall elect annually a conference board, consisting of five members. This board shall meet immediately on the adjournment of the annual confer-

ence and organize by electing a president, secretary, and treasurer. The duties of this board shall be:

a. To stimulate the development of the Sunday school and Brotherhood work within the bounds of the conference.

b. To appoint a conference elementary division superintendent, and such other officers as may be found necessary to promote the work of the Sunday schools in the conference.

c. The secretary shall collect and preserve the statistics of Sunday schools and Brotherhoods of the conference and transmit a copy thereof to the general secretary of the department of Sunday School and Brotherhood work.

d. It shall represent the interests of this department before the annual conference and hold an anniversary service at each annual conference session.

e. It shall be allowed by the annual conference sufficient funds to perform the duties outlined above.

Article X.—Pastor's Relations.

The pastor shall have general supervision over the Sunday schools, Brotherhoods, and Young People's societies of his charge, and shall be present at their sessions as often as practicable. He shall be present and preside at the reorganization of his Sunday schools. It shall be his duty to organize a Sunday school at each appointment on his charge where there is not one already. He shall encourage the organization of Young People's societies and Brotherhoods on his charge where at all practicable. He shall furnish such statistics of schools, Brotherhoods, and Young People's societies as are required by the annual-conference chart, and such other statistical information as may be requested by the authorized heads of the departments. It shall also be his duty to see that Children's Day and Young People's anniversary day are observed and that liberal offerings are taken upon these days and sent to the general Church treasurer. These offerings shall be in addition to the conference apportionment for the general board.

Section II.

SUNDAY-SCHOOL WORK.

Organization of New Sunday Schools.

In organizing a new school the pastor shall pursue such plan as he may think advisable to secure a superintendent,

secretary, and treasurer. It is desirable that, if possible, such officers should be active Christians and members of our Church. They shall hold office for one year, and shall perform the duties which usually pertain to such offices.

CONSTITUTION FOR A SUNDAY SCHOOL.

It is recommended that all the Sunday schools adopt the following constitution; provided, that any school may have the privilege of enacting such by-laws for its better regulation as will not conflict with the constitution.

Article I.—Name.

This school shall be known as the United Brethren Sunday School of ———.

Article II.—Object.

The object of the school shall be to gather in all people for the study of the Bible and for the study of the various activities of the church, to secure the salvation of souls, to train for Christian service, and to promote the worship of God.

Article III.—Officers.

1. The officers shall be the pastor, a general superintendent, and superintendent for the elementary, the secondary, and the adult divisions, a secretary, a treasurer, a librarian, and, when desired by the school, a chorister and organist. The duties of these officers shall be such as usually pertain to such offices; and whenever it is deemed necessary for the interests of the school, an assistant may be elected in each of these offices; all of whom shall be subject in their official duties to their superior officers, except in the absence of such superiors.

2. There shall be an executive committee of three or five, chosen by the school, a majority of whom shall be members of the United Brethren Church at ———. The pastor and superintendent shall also be members *ex officio*. It shall be the duty of this committee to select and order a suitable amount of our own literature and helps for the school from time to time, and look after the general interests of the school.

3. The executive committee, in conjunction with the teachers of the school, may at least one week prior to the time of the annual election, nominate suitable persons as

candidates for each of the various offices of the school; provided that, on stations, if desirable to the pastor, the election of the superintendent may be by the official board.

4. All elections in schools shall be by ballot, only enrolled members over twelve years of age voting.

5. The superintendent, when at all possible, shall be a member of the United Brethren Church in good and regular standing. He, with the approval of the pastor, shall appoint the teachers; provided, however, that regularly organized adult classes may select their teachers subject to the approval of the superintendent and pastor.

6. The pastor of the church shall preside at each annual election, whenever practicable, and the superintendent or pastor shall preside at all special elections.

Article IV.—Vacancies.

Vacancies for unexpired terms shall be filled in the same manner and form as above provided for annual reorganization.

Article V.—Organized Classes.

To promote greater efficiency and to increase attendance in our Sunday schools, it is urged that all classes above the junior age be organized, and that they secure their charters from the general secretary of the denominational Sunday-school board.

Article VI.—Missions.

Each of our Sunday schools, in its auxiliary relationship to the Home Missionary Society and the Foreign Missionary Society of our Church, is expected to observe a monthly missionary day, on which a brief missionary exercise shall be rendered and a missionary offering taken. In places where a monthly missionary day seems impracticable, each school shall be required to observe such a missionary day once a quarter. The first and third quarters of the calendar year shall be devoted to the study of foreign missions; the second and fourth quarters to the study of home missions; the offerings during these periods to go to the benevolence budget.

Section III.

BROTHERHOOD WORK.

General Statement.

A promising movement in modern Christianity is the binding together of men in church brotherhoods for personal religious improvement and training for efficient service in the kingdom of Christ.

A Brotherhood may be comprised of a men's Bible class, a federation of two or more men's Bible classes, or may be a separate organization including all the men in the church and community, providing it subscribes to the Brotherhood objectives. The number of committees may be diminished or increased at the discretion of the Brotherhood.

CONSTITUTION FOR A BROTHERHOOD.

Article I.—Name.

The name of this organization shall be the Otterbein Brotherhood of the ———— Church, United Brethren in Christ.

Article II.—Object.

The purpose of this organization is to promote the Brotherhood spirit; to secure the salvation, spiritual growth and activity of our men; to create interest in Bible study and Christian fellowship among men; to increase the efficiency of the local church; to encourage denominational loyalty; to enlist all the men of the community in all the movements for social, civic, and industrial betterment. One of the definite objects of the Brotherhood shall be to devise plans whereby the boys of the community may be won to Christ and the Church.

Article III.—Membership.

1. Any man over sixteen years of age shall be eligible to membership, if approved by the executive committee and elected by a majority of the members present at any regular meeting of the Brotherhood.

2. Each member shall be required to pay a monthly due of ———— cents.

Article IV.—Meetings.

1. Devotional.—The Brotherhood may hold weekly or monthly devotional meetings for the study of the Word.

prayer, and testimony. All members of the Brotherhood should be encouraged to take a part.

2. Business.—Business meetings shall be held monthly or quarterly or oftener at the call of the executive committee.

3. ———— members present at any regular or special meeting shall constitute a quorum for the transaction of business.

4. At the regular business meetings the officers and chairmen of committees shall submit written reports of work done.

Article V.—Officers.

1. The elective officers shall consist of a president, vice-president, secretary, and treasurer. They shall be elected for one year by a majority of the members present at the annual meeting and shall hold office until their successors are chosen.

2. The president and treasurer shall be members of the local church where this Brotherhood is organized.

3. The pastor shall be a member of the executive committee.

Article VI.—Duties of Officers.

1. The president shall preside at all business meetings and shall be a member *ex officio* of all regular committees.

2. The vice-president shall assist the president and shall perform all the duties of the president in case of the latter's absence or disability, and may be the director of the boy's work of the Brotherhood.

3. The secretary shall keep a roll of the membership and a record of all the proceedings of each business meeting. He shall report the formation of the Brotherhood to the conference organization and to the office of the board of control of Sunday School and Brotherhood work, and from time to time report for publication items concerning the progress of the Brotherhood.

4. The treasurer shall collect all dues, keep moneys, and pay all bills upon the authorization of the president and secretary. He shall make a report of all receipts and disbursements at the regular business meetings of the Brotherhood and shall be a member of, and report to, the official board and the quarterly conference.

Article VII.—Standing Committees and Their Duties.

1. There may be authorized seven standing committees—executive, membership, devotional and religious work, social and fellowship, Bible, mission study and Sunday school, moral reform work, and work for boys.

2. The executive committee shall consist of the pastor, officers of the Brotherhood, and the chairmen of the standing committees. This committee shall outline plans and aims for the Brotherhood and stimulate the different committees in their specific duties.

3. The membership committee shall seek to win new members, prayerfully follow up all delinquents, visit the sick, and provide as far as possible for the relief of all members in distress.

4. The devotional and religious work committee shall provide leaders and topics for such devotional meetings as shall be agreed upon, aid in building up the church prayer-meeting and other church services, and plan such other meetings as will promote the religious life of boys and men.

5. The social and fellowship committee shall provide social functions, welcome strangers and newcomers to the church services, Sunday-school and Brotherhood meetings, and in every way encourage friendliness among men and boys.

6. The Bible, mission study and Sunday-school committee shall seek to interest men in the study of the Bible, missionary books as authorized by our mission boards, and co-operate in the organization of men's and boys' classes in the Sunday school.

7. The moral reform committee shall bring to the notice of the Brotherhood all urgent problems of moral reform and aid in advancing the cause of civic righteousness through the Brotherhood.

8. Work for boys. This committee shall labor earnestly to carry on Christian work among boys.

Article VIII.—Special Offering.

The Brotherhood shall take an offering each year in the month of January for the board which promotes it.

Article IX.—Amendments.

This constitution may be amended at any regular business meeting of the Brotherhood by a two-thirds vote of the mem-

bers present, provided the amendment was submitted to the Brotherhood at a previous meeting.

Any by-laws may be adopted for increasing the efficiency of the Brotherhood, provided such are in harmony with this constitution and the Discipline of the Church.

SECTION IV.

YOUNG PEOPLE'S WORK.

MODEL CONSTITUTION FOR THE CONFERENCE CHRISTIAN ENDEAVOR UNION.

Article I.—Name.

This organization shall be called the Christian Endeavor Union of the————Conference of the Church of the United Brethren in Christ.

Article II.—Object.

The object of this union shall be to unite the Young People's Christian societies of the conference for mutual helpfulness, for stimulating church loyalty, and an intelligent interest in the various Church enterprises, and for the organization and extension of Young People's Christian societies within the conference.

Article III.—Membership.

1. Any Young People's Christian Endeavor society, or any other Young People's Christian organization connected with the United Brethren Church in this conference, may be a member of this conference union. Local Junior and Intermediate societies may likewise be members.

2. Each Young People's society shall be entitled to————delegates and each Junior and Intermediate to————delegates to the convention of the conference union.

Article IV.—Officers.

1. The officers shall be a president, a vice-president, a recording secretary, a corresponding secretary, a treasurer, a Junior superintendent, and an Intermediate superintendent, and such other department superintendents as may be deemed necessary. These shall be elected at the regular convention of the union.

2. The conference executive committee shall consist of all the regularly elected officers and such others as may be elected. The committee should co-operate with the conference board of control.

Article V.—Duties.

1. The duties of the president, vice-president, and treasurer shall be such as usually devolve upon such officers.

2. The duties of the recording secretary shall be to keep a record of all transactions of the union and of the executive committee.

3. The duties of the corresponding secretary shall be to keep a list of the societies in the conference, with the name of the president and corresponding secretary of each, and a list of the officers of the conference union; to furnish the same to the general secretary of the department of Young People's work, and to conduct all correspondence.

4. The Junior and Intermediate superintendents shall have charge of the Junior and Intermediate work in the conference.

5. The executive committee shall look after the interests of the Young People's societies in the conference, provide for meeting necessary expenses, for the collection of annual dues, arrange for the annual meetings, and perform such other duties as may be required by the department of Young People's work.

Article VI.—Conventions.

The conventions of this conference union shall be held annually at such time and place as may be determined by the union or by its executive committee.

Article VII.—Finances.

The funds for the regular work of this union may be raised by annual dues levied upon each Young People's, Intermediate, and Junior society in the conference, the amount to be determined by the union. Each society shall also make a contribution by dues or otherwise to the benevolence budget.

The missionary funds raised by the Junior Christian Endeavor societies for missionary purposes other than conference missionary objects shall be sent to the conference Christian Endeavor union treasurer to be forwarded to the treasurer of the Women's Missionary Association, at Dayton, Ohio.

Article VIII.—By-Laws.

The conference union may enact such by-laws as conference conditions and needs may require. It is expected

that no by-laws inconsistent with the general good of the Young People's work in the Church will be enacted.

Model Constitution for a Young People's Society of Christian Endeavor.

Article I.—Name.

This society shall be called the Young People's Society of Christian Endeavor of*———— United Brethren Church of†————.

Article II.—Object.

It shall be the object of this society to promote an earnest Christian life among its members, to increase their mutual acquaintance, to make them more useful in the service of God, to promote loyalty to the Church of the United Brethren in Christ, to study its life and interests, and to seek in every proper way to assist in the growth of both the local church and the denomination at large, as our particular part of God's Zion.

Article III.—Membership.

1. The members shall consist of three classes, active, associate, and honorary.

2. Active Members.—The active members of this society shall consist of the pastor and all Christian young people who sincerely desire to accomplish the object above specified. Voting powers shall be vested only in the active members.

3. Associate Members.—All young persons of worthy character who have not as yet publicly professed their faith in Christ, may become associate members of this society. They shall have the special prayers and sympathy of the active members. It is expected that all associate members will regularly attend the prayer meetings and that they will in time become active members.

4. Honorary or Affiliated Members.—Persons who for any reason cannot assume the duties of active membership, but who are interested in the society, and desire to promote its welfare, may become honorary members. Honorary members are expected to support the society financially and otherwise.

5. These different persons shall become members upon election by the society.

*Insert name of church. †Insert name of place.

Article IV.—Officers and Committees.

1. The officers of this society shall be a president, a vice-president, a recording secretary, a corresponding secretary, and a treasurer, all of whom shall be chosen from the active members of the society. The president should be a member of the United Brethren Church.

2. Executive Committee.—This committee shall consist of the pastor of the church, the officers of the society, the chairmen of the various committees, and the Junior and Intermediate superintendents. All matters requiring debate may be brought first before this committee.

3. Other Committees.—There shall be appointed from the active membership such committees as shall be necessary to carry on the work of the society, these committees to be selected from the list suggested in the by-laws.

Article V.—Duties of Officers.

1. President.—The president of the society shall perform the duties usually pertaining to that office. He shall have general oversight of the interests of the society, and it shall be his care to see that the different committees perform the duties devolving upon them. He shall make a report of the work of the society at each session of the quarterly conference or official board.

2. Vice-President.—The vice-president shall assist the president in promoting the interest of the society and shall perform the duties of the president in his absence.

3. Recording Secretary.—The recording secretary shall keep a record of the members, and correct it from time to time, as may be necessary; shall obtain the signature of each newly-elected member to the pledge; shall correspond with absent members, and inform them of their standing in the society; shall keep correct minutes of all business meetings of the society; and shall notify all persons elected to office or to committees, in writing, if necessary.

4. Corresponding Secretary.—The corresponding secretary shall keep the local society in communication with the general secretary of the department of Young People's work, and with other local societies; and shall present to his own society such matters of interest as may come from the department of Young People's work, or from the conference union, or from other Christian sources. He shall also report to the general secretary of Young People's work the number of persons who have adopted the Christian steward-

ship plan, the comrades of the quiet hour, the life work recruits, and the number enrolled in mission study classes. This office shall be permanent, and the name shall be forwarded to the corresponding secretary of the conference union and then to the general secretary of the department of Young People's work, at Dayton, Ohio.

Article VI.—The Prayer Meeting.

1. All the active members shall be present at every meeting, unless detained by some absolute necessity, and each active member shall take some part, however slight, in every meeting. To the above all the active members shall pledge themselves, understanding by "absolute necessity" some reason for absence which can conscientiously be given to their Master, Jesus Christ.

2. Once each month a consecration, or covenant, meeting shall be held, at which each active member shall renew his vows of consecration.

3. At each consecration meeting the roll shall be called, or some other effective method of making the record may be employed, and the responses of the active members who are present shall be considered a renewed expression of allegiance to Christ. It is expected that if any one is obliged to be absent from this meeting he will send a message, or at least a verse of scripture, to be read in response to his name at the roll-call.

4. If any active member of the society is absent from this monthly meeting and fails to send a message, the lookout committee is expected to take the name of such a one, and in a kind and brotherly spirit ascertain the reason for the absence. If an active member of the society is absent and unexcused from three consecutive monthly meetings, his name may be stricken from the list of members, on the approval of the executive committee.

5. The lookout committee shall present to all candidates for membership the following, or some other form of the Christian Endeavor pledge, to be signed.

Trusting in the Lord Jesus Christ for strength, I promise him that I will strive to do whatever he would have me do. I will make it the rule of my life to pray and read the Bible, to support the work and worship of my church, and to take my part in the meetings and other activities of this society. These things I will do unless hindered by consci-

entious reasons; and in them all I will seek the Savior's guidance.

(Signed).....

Article VII.—Business Meetings and Elections.

1. Business meetings may be held monthly on an evening designated by the society, or at any other time upon call of the president.

2. An election of officers and committees shall be held annually (or semi-annually, as may be thought best). Names may be proposed by a nominating committee appointed by the president.

Article VIII.—Relation to the Church.

1. This society shall at no time adopt any rule or practice contrary to the Discipline and usages of the United Brethren Church.

2. This society shall be auxiliary to the———— Conference Christian Endeavor Union of the United Brethren in Christ.

Article IX.—Finances.

1. This society shall pay annually to the conference union treasury, as dues, such sum as may be determined by the conference union. It shall also collect from each Junior and Intermediate society annual dues. The annual dues should be forwarded by the treasurer, on order, to the treasurer of the conference union. The amounts are due the first of January each year, and should be paid during that month.

2. This society shall help in raising the benevolence budget of the local church and shall co-operate with any financial enterprise of the conference union.

3. This society should take a free-will offering for the department of Young People's work on Young People's anniversary day.

Article X.—Amendments.

This constitution may be amended at any regular meeting by a two-thirds vote of the members present, one week's notice having been given; provided that Article II. and Article IX. shall not be changed.

By-Laws.

Article I.—Meetings.

1. Regular Meetings.—This society shall hold a meeting on————evening of each week. The————regular meeting of each month shall be a testimony or consecration meeting. The regular business meeting shall be on the————of each month.

2. Meetings for Study.—Meetings for the study of Christian Endeavor, personal evangelism, missions, Christian stewardship, and Christian citizenship may be held as determined by the society.

3. Literary Meetings.—Literary meetings for the rendering of literary programs may be held at such time as the society may determine, provided that nothing shall be given inconsistent with our position as a Christian society.

Article II.—Methods of Raising Money.

Funds for the society may be raised by regular dues, payable at the regular monthly business meeting or at the consecration meeting, or the society may adopt other systematic plans for the finances.

Article III.—Suggested Committees and Their Duties.

1. Executive Committee.—See Constitution, Article IV., Section 2.

2. Lookout Committee.—It shall be the duty of this committee to bring new members into the society, to introduce them to the work and to the other members, and to look after and reclaim any that seem indifferent to their duties. This committee shall also, after consideration, propose names for membership, at least one week before their election.

3. Devotional Committee.—This committee shall have in charge the meetings, and shall see that a topic is assigned and a leader appointed for every devotional meeting. It shall also assist the leader in increasing the interest in the devotional meetings. A member of this committee may be superintendent of the quiet hour.

4. Social Committee.—It shall be the duty of this committee to promote the social interests of the society by welcoming strangers to the meetings, and by providing for the mutual acquaintance of the members by occasional sociables, for which any appropriate entertainment of which the church approves may be provided.

5. Church and Sunday-School Committee.—It shall be the duty of this committee to visit the young people of the community and strangers, invite them to the Sunday school and church services, and see that they are properly received at these meetings. The committee shall also co-operate with the pastor of the church and the superintendent of the Sunday school in any way which they may suggest for the benefit of the church and Sunday school.

6. Missionary Committee.—It shall be the duty of this committee to awaken an intelligent missionary enthusiasm among the members of the society. This interest is to be aroused by holding missionary meetings, promoting mission study classes, and by using missionary funds as directed by the society.

7. Music Committee.—It shall be the duty of this committee to provide for the singing at the Young People's meeting, also to turn the musical ability of the society into account, when necessary, at public religious meetings.

8. The Relief Committee.—It shall be the duty of this committee to do what it can to cheer and aid, if possible and necessary by material comforts, the sick and destitute among the young people of the church and Sunday school.

9. The Efficiency Committee.—The efficiency committee shall endeavor to have the society adopt some efficiency standard and shall have charge of the literary work of the society. It shall also do what it can to circulate the Watchword, Religious Telescope, and all other periodicals of the Church, among the families of the congregation, as the pastor of the church may direct. It should distribute tracts and introduce good reading matter wherever practicable. A member of this committee may be the Watchword agent.

10. Christian Stewardship Committee.—It shall be the duty of this committee to practice and teach by every possible means the duty of systematic, proportionate giving to the cause of Christ of at least one-tenth of the income of the members of the society, and to secure and preserve a roll of the members who practice such giving, or will promise to do so, and through the corresponding secretary of the society forward a list of such names to the general secretary of the department of Young People's work or to the secretary of the Board of Administration.

11. College Committee.—It shall be the duty of this committee to keep the society in touch with the college with

which the conference co-operates, to awaken a desire in the young people for college training, and communicate the names of the persons who may desire to attend the college to the president of the college, and to promote the interest of the college in any reasonable way in which the college authorities may suggest. A member of this committee may be superintendent of life work recruits.

Article IV.—Elections.

The election of officers shall be held at the regular business meeting in————. A nominating committee may be appointed by the president.

Article V.—Quorum.

————members shall constitute a quorum for the transaction of business.

Article VI.—Amendments.

These by-laws may be amended by a two-thirds vote of the members present.

Section V.

Model constitution for a junior or an intermediate christian endeavor society.

Article I.—Name.

This organization shall be known as the Junior [or Intermediate] Christian Endeavor Society of*————United Brethren Church of†————.

Article II.—Object.

The object of this society shall be to promote in its members a pure and worthy character, to aid in the study of the Bible, and to cultivate the principles of loyal service to Christ.

1. The members shall be boys and girls **who shall have been approved by the superintendent, and elected by a majority of the members present at any regular meeting.

*Insert name of church. †Insert name of place.
**Boys and girls usually are called Juniors between the ages of six and twelve or thirteen, and Intermediates between thirteen and sixteen.

2. All those who become members shall pledge themselves to attend regularly the meetings of the society and to observe good order in them.

Article IV.—Junior or Intermediate Society Pledge.

Trusting in Jesus Christ to help me, I promise that I will strive to do whatever he would like to have me do; that I will pray and read the Bible, and keep the Sabbath day holy; and that just so far as I know how I will try to lead a good life; that I will be present at every meeting when not hindered by sickness or some other just cause; and that I will take some part in the meetings, especially the monthly recognition meetings.

PARENT'S ANSWER.

I have carefully read the accompanying pledge and cheerfully give my consent for————to sign it, and will do what I can to help————to faithfully keep it.

Parent's name————————

Address————————

Article V.—Officers.

1. The officers of this society shall be superintendent and such assistant superintendents as may be needed, a president, vice-president, secretary, and treasurer.

2. The superintendents may be appointed by the pastor, or elected by the Young People's society of the church, with the approval of the pastor and official board.

Article VI.—Duties of Officers.

1. The superintendent shall have general charge of the society and its work. A report is to be made to each quarterly conference.

2. The assistant superintendents shall aid the superintendent in promoting the work of the society. The first assistant may care for all the funds received from the treasurer.

3. The president shall preside at all business meetings, under the advice of the superintendent.

4. The vice-president shall conduct business meetings in the absence of the president.

5. The secretary shall keep a record of the names and attendance of members, and all of the proceedings of all business meetings.

6. The treasurer shall take the collections, enter the amount in a book provided for that purpose, and turn over

the money to the assistant superintendent for safe keeping. A record shall also be kept of all expenditures as directed by the superintendent and society.

Article VII.—Committees.

There may be such committees as the superintendent deems necessary. The members of the committees may be nominated by the superintendent and elected by the society.

1. Lookout, or Membership Committee.—This committee shall secure the names of those who should join the society and seek to induce them to become members. It shall also aid in keeping the members faithful in attendance and taking part.

2. Prayer Meeting, or Devotional.—This committee shall help the superintendent to arrange programs, provide music, distribute Bibles, singing books, tracts, etc., and aid in every way which the superintendents may direct to promote the interests of the meetings.

3. Social.—This committee shall welcome the members to the meetings and help the superintendent in holding socials.

4. Temperance.—To canvass for signatures to the temperance pledge under the direction of the superintendents and to help in any other way to promote temperance work among boys and girls.

Temperance Pledge.—I hereby promise, God helping me, to abstain from the use of tobacco in every form, from the use of wine, beer, and other intoxicating drinks, and from the use of profane and unclean language.

5. Executive Committee.—The pastor, superintendents, and the officers shall compose the executive committee, which shall have full control of the affairs of the society.

Article VIII.—Meetings.

1. A devotional meeting shall be held every week, the exercises of which shall consist of prayers, scripture reading and study, singing, and testimony.

2. Once a month the meeting shall be known as the recognition meeting. At some time during the exercises the pledge shall be recited in concert, and the roll called. The responses shall be considered a renewal of the pledge of the society.

3. Monthly missionary meetings shall be held at which time missionary offerings may be taken.

4. All meetings shall be in charge of the superintendent, employing the members as leaders in the best manner to train them.

5. The pastor or superintendent shall use a part of the hour of the weekly meeting, when deemed best, for special instruction in Bible truth, missions, church life and stewardship, or for other profitable exercises.

Article IX.—Relationship.

This society shall be considered a department of the church with which it is connected. It shall also sustain a close and intimate relation to the Young People's society of the church, with which the members of the Junior or Intermediate society are expected to connect themselves when they have reached the proper age.

Th Junior Christian Endeavor society in its missionary activities is asked to co-operate with the Women's Missionary Association, which in turn, may assist the Junior superintendent in cultivating a missionary interest among the Juniors by suggesting missionary literature and information.

Article X.—By-Laws.

1. The regular meetings of this society shall be held———. The last meeting of each month shall be a recognition meeting. The business meeting shall be———.

2. The superintendent, in consultation with the pastor, shall at each election propose names of available members for the several offices, who shall be elected by a majority of the members present. The officers shall be elected and the committees appointed for a term of six months, and shall enter upon their duties the———day of———and the———day of———of each year.

3. The funds for the expenses of the society and other purposes may be raised by regular dues or by offerings taken at the monthly recognition meetings, or at other meetings as the superintendent may arrange.

4. Special meetings of the society may be called at any time by the pastor or superintendent.

5. The committees should hold a meeting with the superintendent once a month for consultation about their work.

6. This constitution and these by-laws may be amended at any regular meeting upon the recommendation of the executive committee.

CHAPTER XVII.

The Home Missionary Society.

CONSTITUTION.

Article I.—Object.

This society shall be called the Home Missionary Society of the United Brethren in Christ (the legal successor of the Home, Frontier, and Foreign Missionary Society of the United Brethren in Christ in its home work), and is organized for the purpose of extending and establishing the work of the Church in the home field.

Article II.—Membership.

The board of control shall consist of nine persons elected by the General Conference and three members to be chosen by the Women's Missionary Association, provided these three shall be elected as members of this board by ballot of the General Conference. The general secretary of the society shall be the executive officer of the board. A majority of the members present at any regular or called meeting shall constitute a quorum.

Article III.—Organization.

Immediately upon adjournment of the General Conference, a meeting of the board shall be called by the secretary, and an organization effected for the quadrennium by electing a president, vice-president, and an executive committee. Six members shall be chosen for the executive committee, four by the directors of the Home Missionary Society and two by the trustees of the Women's Missionary Association. The general secretary of the society shall be a member *ex officio*.

Article IV.—Duties of Officers.

1. President.—The president shall preside at all meetings of the board, and shall have power, in conjunction with the secretary, to call special meetings. In the absence of the president, the vice-president shall take his place.

2. Secretary.—The general secretary shall keep correct minutes of all the proceedings of the society, conduct its correspondence, and keep a record of all bequests, legacies, notes, and other valuable papers coming into his possession. He shall also make out and publish an annual report of the work of the society; also, a quadrennial report for the General Conference. It shall be his further duty, when practicable, to visit the fields where the board is giving aid, with the view of acquainting himself and the board with the condition and needs of the work. He shall give himself to the raising of funds by visiting churches, and personally representing the interests of the society. He shall have the privilege of one page in the Religious Telescope, subject to the general approval of the editor. His salary shall be fixed by the General Conference.

3. Treasurer.—The general Church treasurer shall hold the funds of the society, subject to the order of the board. The General Conference shall fix his salary. The proportion of his salary to be paid by this society shall be paid by the executive committee in conjunction with the other boards having the services of said general treasurer.

Article V.—Duties of the Board of Control.

This board shall hold annual meetings, appoint an executive committee, make by-laws for the better regulation of its work, appropriate funds for current expenses, employ missionaries, open new missions in conjunction with the bishop of the district, appoint superintendents for mission districts, authorize or discontinue appropriations, fill vacancies in its own body and in connection with one or more of the bishops, ordain missionaries in its employ to the office of elder, provided such missionaries have taken the course of study required by Discipline, or its equivalent. It shall also have power in conjunction with the bishop of the district, to nominate persons for conference superintendents in conferences where said superintendents are supported in part by the board.

Article VI.—Branch Societies.

Each annual conference shall organize a branch society, auxiliary to the Home Missionary Society, consisting of three members, naming one as its secretary, who shall assist the general secretary in developing interest in home missions and securing gifts for the society. It shall also be the

duty of the branches to hold home mission rallies in their respective conferences, co-operating with the general society in organizing home mission study classes and the general spread of home mission information.

Article VII.—Funds.

1. The income of the society from permanent funds secured shall be used by the board for its current expenses, unless the donors direct otherwise.

The annual apportionment and division of funds shall be by the Board of Administration as outlined in the plan for said board in Chapter XIV.

2. Each of our Sunday schools in its auxiliary relationship to the Home Missionary Society is expected to observe the monthly missionary day. Exercises should be rendered and an offering taken for the benevolence budget. In places where a monthly missionary day seems impracticable each school will be required to observe a missionary day once a quarter. The first and third quarters shall be devoted to the study of foreign missions, the second and fourth quarters shall be devoted to the study of home missions, the offerings during these quarters to go to the benevolence budget.

3. The month of November shall be observed by all our congregations as a time of prayer and thanksgiving for missions, and pastors shall preach on the subject and turn the attention of the people toward the extension of the Master's kingdom in the home field.

4. Special efforts shall be made by the general secretary, pastors, and conference superintendents to secure wills, bequests, and deeded properties for the purpose of building up a permanent fund, the interest only to be used for home missions.

Article VIII.—Local Organization.

A missionary committee may be organized in any local church to interest and enlist the entire membership of the local church in the work of both home and foreign missions, and devise such methods and measures as shall develop the church into a strong missionary agency.

Article IX.—Mission Districts.

1. A mission district may be organized by the Home Missionary Society outside of the bounds of a mission con-

ference or annual conference and the administration of such districts shall be under the control and direction of the Home Missionary Society, in conjunction with the bishop of the district.

2. Whenever a mission district has eight or more pastoral charges, it may be made a mission conference by the consent of the Home Mission board, and, as such, it will have regular annual sessions of ministers and lay delegates, presided over by the bishop of the district. At these annual meetings, the regular business of the annual conference shall be transacted, except that the conference superintendent shall be chosen as provided by Chapter XVII., Article V., of the Discipline. The mission conference shall have representation in the General Conference on the same basis as annual conferences.

3. Whenever the Home Mission board, and the mission conference and the bishop shall concur in that a mission conference has reached the state of development and growth where it will be able to support an efficient superintendency and without aid from the Home Mission board, it shall become an annual conference.

Article X.—Unoccupied Territory.

The Home Mission board may operate in any territory within the bounds of an annual conference not occupied by said conference, and by consent of the same.

Article XI.—Missionaries.

Every missionary in the board's employ shall report to the general secretary monthly respecting the condition of his charge; and no missionary shall be entitled to his salary if he neglects this requirement, or leaves his field without the consent of the board or his conference superintendent. A similar monthly report is also required of conference superintendents employed by the board.

Article XII.—Social Service.

The Home Missionary Society shall be authorized to create a bureau of social service and reform as its funds will permit.

Article XIII.—The Relation of the Ministry to Home Missions.

1. Every pastor in charge of a field of labor shall seek to organize and train the membership of his charge to be-

come an efficient force in the extension of our missionary work in the home field, by the organization of home mission study classes, the introduction of mission training in the Sunday school and the promotion of the laymen's missionary movement, which is to be both home and foreign in its educational and benevolent work. He shall strive earnestly to get every member of the Church to give systematically to the benevolence budget and report the offerings quarterly to the conference treasurer.

2. The bishops of the Church and the conference superintendents shall promote home missions by sermons, and addresses, and by careful inquiry concerning the work being done on the various charges for this cause; and they shall seek to develop the missionary spirit by aiding in missionary institutes and in the widespread study of home missions.

3. The bishops shall visit new and promising openings, especially in the cities and large towns, and give personal direction in establishing missions within the bounds of their districts.

Article XIV.—Opening Missions.

The bishop of the district and the general Home Mission board shall be counselled in opening new missions where they are expecting help for the support of the pastor.

Article XV.—Self-Support.

When the board makes appropriations it shall be with a clear understanding that said aid is to be reduced from year to year and the point so aided shall plan for self-support at the earliest possible moment. Deviation from this rule shall be only in case of emergency.

Article XVI.—Application for Appropriation.

In conferences expecting an appropriation, the conference home missions committee and the conference church extension board shall make known to the Home Missionary Society at least two months before annual conference the amount actually needed for the coming year, and in turn the Home Mission office shall inform such conference authorities as to the approximate amount it expects to appropriate, and the conference shall furnish the Home Mission office a schedule of the places, names, and amounts for the final action of the Home Mission board.

Article XVII.—Annual-Conference Treasurer.

Each annual conference shall elect a treasurer of benevolences who shall report in detail by charges and remit monthly the amount received for home missions to the general Church treasurer at Dayton, Ohio, who shall make record thereof and receipt for the same.

Article XVIII.—Rural Life.

The Home Mission board is authorized to create a department on present day rural life problems, and the relation of the Church to their solution. This commission shall seek to reach its objectives through careful investigation and active education and to participate where possible with other organizations engaged in similar work. It shall particularly assist our own conferences in any rural life work which they may undertake.

Article XIX.

It shall be the duty of the Home Mission secretary to secure from the conference treasurer full reports of all moneys paid by the conference to pastors serving conference home missions.

CHAPTER XVIII.

The Foreign Missionary Society.

CONSTITUTION.

Article I.—Name.

This society shall be called the Foreign Missionary Society of the United Brethren in Christ (the legal successor of the Home, Frontier, and Foreign Missionary Society of the United Brethren in Christ in its foreign work).

Article II.—Functions.

This society is organized for the purpose of extending the knowledge of the gospel of Christ throughout the earth by the utilization of the resources of the Church. Said society shall, through its distributed activities, promote an interest in foreign missions by approved methods in the home churches, Sunday schools, and Young People's societies. It shall disseminate information touching mission fields, it shall appoint, commission, and send forth missionaries, and conduct any and all work that properly devolves upon such a society. The supreme aim of the missionary society shall be to establish a self-supporting native church in each field.

Upon request of a mission council abroad, the society is hereby granted authority to take such steps in co-operation and federation of work abroad with other missions, after careful consideration, as may be necessary and desirable for the highest development of a victorious native Church.

Article III.—Membership.

Every person, by virtue of becoming a member of the Church of the United Brethren in Christ, is a member of the Foreign Missionary Society.

Article IV.—Organization.

The organization of the society shall consist of a board of directors, an executive committee, an annual conference branch society, and a committee in every local church.

Article V.—Directors and Their Duties.

1. The board of directors shall consist of the bishops of the Church, the general secretary, six directors, who shall be elected by the General Conference, and three directors who shall be chosen by the trustees of the Women's Missionary Association. A majority of the members present at any regular or called meeting shall constitute a quorum. The officers of the society shall consist of a president, to be elected at the first meeting of the directors in each quadrennium, a secretary, who shall be the general secretary elected by General Conference, and a treasurer, who shall be the general Church treasurer. The bishops of the Church shall be vice-presidents in the order of their seniority in office.

2. The board of directors shall have charge of, and give directions to all the work of the society. The board of directors shall hold a meeting once every year, and upon the request of the executive committee, the president shall call special sessions for the transaction of important business. The board shall make by-laws to regulate the business of the society; receive and pass upon the reports of the general secretary, treasurer, minutes of the executive committee, and reports from the foreign fields; make a careful study of the needs of the work abroad and appropriate the money necessary to carry forward the entire work of the society; employ secretaries for the cultivation of the home Church; appoint foreign missionaries and fill vacancies in its own body; in connection with the bishops or any one of them, ordain missionaries to the office of elder, provided such missionaries have taken the courses of study specified by the Discipline, or their equivalent; determine the aims and methods to be pursued in enlisting the home Church in the extension of the gospel; elect four members of the executive committee, and have the use of one page in the Religious Telescope, which shall be conducted by the general secretary, subject to the approval of the editor.

Article VI.—The Executive Committee and its Duties.

Six members shall be chosen for the executive committee, four by the directors of the Foreign Missionary Society, and two by the trustees of the Women's Missionary Association. The general secretary of the society shall be an *ex officio* member of the committee. The committee shall have charge

of all the business of the society between the annual meetings. In the appointment of missionaries, and in making appropriations not authorized by the board, the committee shall, through correspondence or otherwise, secure the approval of a majority of the members of the board.

Article VII.—Branch Organization.

Every annual conference shall organize a branch society, auxiliary to the Foreign Missionary Society, consisting of three members, naming one as its secretary, who shall assist the general secretary in developing interest in foreign missions and securing gifts for the society.

Article VIII.—Local Church Committee.

A missionary committee shall be organized in every local church to interest and enlist the entire membership of the local church in the work of both home and foreign missions, and devise such methods and measures as shall develop the Church into a strong missionary agency.

Article IX.—Duties of the General Secretary.

1. It shall be the duty of the general secretary to promote the dissemination of missionary information throughout the Church by tracts, books, and other publications, and through conventions, rallies, and institutes he shall endeavor to create a missionary atmosphere. He shall direct the organization of mission study classes, introduce missionary instruction in the Sunday school, and assist the Sunday-school superintendent, the president of the Young People's society, and the pastor to introduce a regular system of giving to missions.

2. The general secretary shall diligently study the administrative problem of the work abroad, so as to employ such agencies as shall lead to the development of a strong native church. He shall exercise diligence to discover and encourage those whom the Holy Spirit has called to foreign missionary work, shall bring them to the attention of the society and executive committee for appointment, and shall assist candidates in the preparation for their work before going to the field.

3. The general secretary shall keep a correct record of the society, and conduct its correspondence. He shall be the custodian of all its legal papers. He shall prepare an

annual report of the work of the society and a quadrennial report to the General Conference. He shall call meetings of the executive committee to transact business.

Article X.—The Treasurer and His Duties.

The general Church treasurer, elected by the General Conference, shall hold all funds of the society subject to the order of the board or executive committee. His salary shall be fixed by the General Conference and the proportion of same to be paid by this board shall be determined by the executive committee, in conjunction with the other boards having his services; he shall make an annual report to the board, and a quadrennial report to the General Conference.

Article XI.—The Relation of the Ministry to Foreign Missions.

1. Every pastor in charge of a field of labor shall seek to organize and train the membership of his charge to become an efficient force in the world-wide extension of the gospel by the organization of foreign mission study classes, the introduction of missionary training in the Sunday school and men's Brotherhood. He shall strive earnestly to get every member of the Church to give systematically to foreign missions, according to the plan for benevolence offerings adopted for the Church.

2. The bishops of the Church and the conference superintendents shall promote foreign missions by sermons and addresses and by careful inquiry concerning the work being done for this cause on the various charges and they shall seek to develop the missionary spirit by aiding in missionary institutes and in the wide-spread study of foreign missions.

Article XII.—Annual Conference Treasurer.

Every annual conference shall elect a treasurer of benevolences who shall report monthly the amount received for foreign missions to the general Church treasurer at Dayton, Ohio, who shall make record thereof and receipt for the same.

Article XIII.—Missions in the Sunday School.

Every Sunday school, in its auxiliary relationship to the Home Missionary Society and the Foreign Missionary Society of our Church, is expected to observe a monthly missionary day, on which a brief missionary exercise shall be rendered and a missionary offering taken. In places

where a monthly missionary day seems impracticable, every school shall be required to observe such a missionary day once a quarter.

The first and third quarters of the calendar year shall be devoted to the study of foreign missions; the second and fourth quarters to the study of home missions, the offerings during these periods to go to the benevolence budget.

Article XIV.—A Foreign Mission Conference.

A foreign mission conference is composed of all foreign missionaries bearing credentials from the board, ordained native ministers, licentiates, and one lay delegate from each charge developing self-support according to the system adopted by the conference.

All foreign missionaries, bearing proper credentials from the Mission board, ordained native ministers, licentiates, and one lay delegate from each charge, developing self-support according to the system adopted by the conference, may be members of the foreign mission conference.

Other workers employed may become advisory members, upon approval of the conference. A foreign mission conference shall be presided over by a bishop or in his absence by the mission superintendent. In the absence of both the bishop and the mission superintendent, the conference shall elect its own chairman.

The presiding officer shall appoint a stationing committee, of which he shall be chairman, and he shall likewise appoint all standing committees.

Article XV.—Superintendency.

1. The bishop elected by the General Conference as a general superintendent over our foreign mission conferences shall preside, when possible, at the annual session of each foreign mission conference. He shall give close attention to the large problems of each field, and, by counselling with the missionaries and native workers, seek to establish native churches and institutions filled with a passion for evangelism, strong in self-support, and able ultimately to extend and direct their own work without aid from other lands.

2. The bishop assigned to the foreign fields shall work in co-operation with the Foreign Missionary Society and with the mission council on the field and seek to interpret the needs and viewpoint of each to the other.

3. The Foreign Missionary Society shall appoint a mission superintendent over each mission conference for one term, subject to reappointment, or his tenure of office may be terminated at any time at the discretion of the board.

The mission superintendent of each field, in co-operation with the board and the bishop of the district, shall arrange the work and take supervision of the conference. He shall report quarterly the condition and needs of the field to the general secretary of the mission board and to the bishop of the district.

4. The bishop of the district and each mission superintendent shall submit an annual report to the Foreign Mission board.

Article XVI.—Reports.

All missionaries employed by the board shall be furnished with credentials of their appointment, and be subject to the board in regard to their term of service, salary, and the time and length of furlough. They shall report quarterly the condition and progress of their work to the mission superintendent; and they shall also make an annual report to the general secretary of the board, a copy of which shall be filed with the superintendent.

Article XVII.—The Mission Council.

There shall be a mission council in each foreign mission conference, composed of all foreign missionaries employed by the board in such conference. Said council shall be the cabinet of the mission superintendent, provided, however, that in matters of difference between the superintendent and the cabinet, a two-thirds vote of the said mission council shall determine the course to be pursued, except in matters of interpretation of the policy of the board. Missionaries shall be eligible to voting privileges in the council only after one year's residence on the mission field. The mission superintendent shall be chairman of the mission council, and also treasurer of the mission funds, unless other provision is made by the board.

The mission council shall convene once a year, and oftener if practicable, and receive reports of missionaries in charge of districts, stations or departments of work. It shall co-operate with the mission superintendent in the general supervision of the work, by committee or otherwise, especially with reference to the division of the missionaries'

work, the budget, and the administration of the mission funds.

Article XVIII.—Delegates to General Conference.

The number of delegates from foreign mission conferences to the General Conference, not in excess of the ratio to annual conferences in America, and the manner of their election shall be determined by the Foreign Mission board. The board shall meet the expenses of the delegates from their respective fields to and from their places of residence in the United States, or if such delegates have no place of residence in the United States to and from the ports of entry, and all additional expenses shall be met by the General Conference as in the case of other delegates.

Article XIX.—The Powers and Duties of a Foreign Mission Conference.

A foreign mission conference shall have power similar to an annual conference, subject to regulations of the mission board. It shall revise, year by year, the list of itinerants, except those who hold membership in American conferences, and report the same to the agent of the publishing house, and compile other statistics of its work, as nearly as possible in harmony with the Church in general, having in mind the requirements of general missionary reports.

Article XX.—Course of Ministerial Study and Rules.

A mission conference employing other than the English or German languages shall have power to make its own course of ministerial study, as nearly as practicable an equivalent of the English course. General efficiency and practical experience, as well as moral fitness, shall be considered in recommending candidates for ordination. It may enact necessary rules for its own government in harmony with the Book of Discipline, and the regulations of the mission board.

CHAPTER XIX.

Women's Missionary Association.

Section I.

GENERAL CONSTITUTION.

Article I.—Name.

The association shall be known as the Women's Missionary Association of the United Brethren in Christ, according to the articles of incorporation under the laws of the State of Ohio. Its general offices shall be located in Dayton, Ohio.

Article II.—Object.

The association is for the purpose of enlisting and uniting the efforts of the women, the young women, and the children of the Church of the United Brethren in Christ, to help send and support missionaries in the home and foreign fields; to assist in carrying forward the work in said fields; and to secure by gift, bequest, and otherwise, the funds necessary to aid in such missionary operations.

It shall disseminate literature and information concerning the needs of the mission fields where operating, and conduct any and all other work that usually belongs to such an organization.

It shall be empowered by its articles of incorporation to receive by gift, bequest or purchase, real and personal property, and hold the same for the uses and purposes of said association, the same as any other corporations of like character.

Article III.—Relation to the Church.

This association shall work under the direction of the General Conference of said Church, to which the general secretary shall submit quadrennial reports. It shall also work in co-operation with the Home Missionary Society and the Foreign Missionary Society of the Church of the United Brethren in Christ, upon whose boards and executive committees it shall have one-third representation.

Article IV.—Membership.

1. The annual dues for membership in said association shall be in accord with the membership dues of the various departments.

2. The payment of $10 at one time, or by installments within five years, shall constitute a life membership.*

The payment of $25 at one time, or by installments within five years, shall constitute a life directorship.*

The payment of $100 at one time, or by installments within five years, shall constitute a life patronship.*

3. Life patrons shall be full members of the board of managers. Life directors shall be advisory members of the same. Life patrons and life directors shall be full members, and life members shall be advisory members of the branch within whose bounds they reside. These privileges are accorded only to those who pay annual dues.

Article V.—Organization.

This organization shall consist of a board of managers, conference branches, local societies, and chapters of the Otterbein Guild.

Article VI.—Board of Managers.

The board of managers shall consist of the board of trustees, the life patrons, the secretary of the Otterbein Guild, the secretary of literature, the secretary of thank-offering, and three delegates from each branch, who shall be elected at the branch meeting preceding the meeting of the board of managers, and the branch presidents if present.

Article VII.—Duties of the Board of Managers.

The board of managers shall meet biennially. It shall receive and pass upon the reports of the general secretary, treasurer, department secretaries, editor and publisher of the Evangel, branch organizations, and reports from the mission fields. It shall elect by ballot the members of the board of trustees, the secretary of the Otterbein Guild, the secretary of literature, and the secretary of thank-offering.

*A certificate shall be given at the time of payment in full, but this certificate shall not exempt from annual dues.

Article VIII.—Board of Trustees.

The board of trustees shall consist of nine members who shall be elected by ballot at the biennial meeting of the board of managers, six of whom and no more shall be residents of Dayton, Ohio, or vicinity.

Article IX.—Duties of the Board of Trustees.

The board of trustees so elected shall assemble before the close of the biennial meeting of the board of managers and organize by the election from its own number of all the officers provided for in Article X.

It shall choose from its number the necessary representation upon the boards and executive committees of the Home and the Foreign Missionary societies. It shall also elect the editor of the Evangel, the field secretary and the third member of the literature committee.

In the interim between the meetings of the board of managers the board of trustees shall have full power and control of the general interests and administration of the affairs of the association including the making of appropriations.

All legal papers of the association shall be executed by the president and the general secretary of the association, provided that the president lives in Dayton or vicinity, otherwise by the resident vice-president and the general secretary, who shall sign and seal all such papers, including deeds of transfer, in the name and on behalf of the association.

The board of trustees shall have the authority to appoint and empower one or two persons to act for the association with power of attorney when occasion may arise to demand such action.

Article X.—Officers.

The officers of the association shall be a president, three vice-presidents, a general secretary, a recording secretary, a treasurer, and a chairman of the resident trustees, as provided in Article IX. The offices of general secretary and treasurer may be held by one person.

Article XI.—Duties of Officers.

1. The president shall preside at the biennial meeting of the board of managers and shall have general supervision of the work of the association.

2. The vice-presidents shall co-operate with the president in carrying forward the work of the association. They shall preside in the absence of the president or upon request.

3. The general secretary shall, under the supervision of the board of trustees, attend to all the business connected with the association, secure gifts and bequests, keep all documents pertaining to the association and attend to correspondence.

She shall submit an annual report to the association through the Evangel, an annual report to the Home and the Foreign Missionary societies, a biennial report to the board of managers, and a quadrennial report to the General Conference. She shall have the power to call meetings of the board of trustees.

4. The recording secretary shall keep the minutes of the proceedings of the biennial meetings of the board of managers, and of all the meetings of the board of trustees. She shall submit an annual report to the association through the Evangel and a biennial report to the board of managers.

5. The treasurer shall receive all funds coming into the Women's Missionary Association and transmit quarterly, on order of the trustees, to the general Church treasurer, those funds which are to be disbursed for work in the mission fields on order of the executive committees of the Home and the Foreign Missionary societies.

6. The administration expenses of the association shall be under the control of the board of trustees, said expenses to be paid by the treasurer of the Women's Missionary Association on order of the trustees.

The treasurer shall submit quarterly reports, also an annual report to the association through the Evangel, an annual report to the Home and the Foreign Missionary societies, and a biennial report to the board of managers. She shall give bond and her accounts shall be audited annually.

She shall receive all funds of the Evangel and shall pay the expenses of the same on order of the trustees.

She shall receive all funds of the literature department and shall disburse the same on order of the general literature committee.

Article XII.—Funds.

All gifts, bequests, and funds contributed to any special object of the association shall be held sacred to the uses and purposes intended by the donor.

Article XIII.—Woman's Day.

By the action of the General Conference and the board of managers, the last Sunday in October is designated as Woman's Day. A public program may be given and an offering taken which shall be forwarded to the branch treasurer for the Woman's Day fund.

Article XIV.—Department of the Otterbein Guild.

1. The object of this department shall be to enlist the young women in the cause of missions, to lead them to personal consecration, to disseminate missionary knowledge, and to raise funds to be applied to any work undertaken by this department, under the supervision of the Women's Missionary Association.

2. The head of this department shall be a secretary, who shall be elected by the board of managers.

3. The secretary shall send out plans and suggestions to branch secretaries of the Otterbein Guild, aid in developing the work in the branches, and conduct the department of the Otterbein Guild in the Evangel, subject to the approval of the editor. She shall make quarterly reports, also an annual report to the general secretary. She shall make an annual report to the association through the Evangel and a biennial report to the board of managers.

Article XV.—Department of Literature.

1. The Evangel shall be the official organ of the Women's Missionary Association. Its editor shall be elected by the board of trustees.

2. The object of this department shall be to awaken and inform the women, the young women, and the children of the Church on the subject of missions, to increase the circulation of the Evangel and to encourage the use of missionary literature, missionary leaflets, and books of the mission study course.

3. The head of this department shall be a secretary who shall be elected by the board of managers.

4. There shall also be a general literature committee, composed of three members—the secretary of the department,

the editor of the Evangel, and a third member elected by the board of trustees—whose duty it shall be to prepare and publish the literature of the association.

5. The officers of this department shall consist of the department secretary, and secretaries of literature in branches, local societies, and chapters of the Otterbein Guild.

6. Through the department secretary this committee shall send out plans and suggestions to the secretaries of literature of the branches, assist in developing the work in the branches, submit quarterly reports and an annual report to the association through the Evangel and a biennial report to the board of managers.

7. All money received from the sale of literature shall be retained by the general literature committee for the maintenance of the work.

Article XVI.—Thank-offering Department.

1. The object of this department shall be to emphasize the devotional and educational features of our giving; to help the women to give systematically, and as an act of worship.

2. The head of this department shall be a secretary, who shall be elected by the board of managers.

3. The secretary shall send out plans and suggestions to the branch secretaries, aid in developing the work of the branches, and conduct the thank-offering department in the Evangel, subject to the approval of the editor. She shall make an annual report to the association through the Evangel, and a biennial report to the board of managers.

Article XVII.—Department of Children's Work.

The object of this department shall be to educate the children in missionary work, in definite prayer, and systematic giving for missions.

This work shall be done through the Junior Christian Endeavor society in harmony with the following sections from the Junior constitution:

1. "Monthly missionary meetings shall be held at which time missionary offerings may be taken."

2. "The Junior Christian Endeavor society in its missionary activities is asked to co-operate with the Women's Missionary Association which in turn, may assist the Junior superintendent in cultivating a missionary interest among

the Juniors by suggesting missionary literature and information."

3. "The missionary funds raised by the Junior Christian Endeavor societies for missionary purposes other than conference missionary objects shall be sent by the branch Christian Endeavor treasurer to the treasurer of the Women's Missionary Association, at Dayton, Ohio."

SECTION II.

CONFERENCE BRANCH CONSTITUTION.

Article I.—Name.

This branch shall be called the ———— Branch of the Women's Missionary Association of the Church of the United Brethren in Christ.

Article II.—Object.

The object of the branch shall be to enlist the women, the young women, and the children within the bounds of ———— Conference in the cause of missions, to lead them to personal consecration, to disseminate missionary knowledge, and to raise funds to help carry forward the home and the foreign work of the Women's Missionary Association.

Article III.—Membership.

The membership of this branch shall consist of the members of the association living within the bounds of the conference.

Article IV.—Officers.

The officers of the branch shall be a president, two vice-presidents, a secretary, a treasurer, a secretary of the Otterbein Guild, a secretary of literature, and a secretary of thank-offering. The officers shall be elected by ballot at the annual meeting.

Article V.—Executive Committee.

The officers of the branch, together with the branch superintendent of Junior Christian Endeavor (who is a member *ex-officio*) shall constitute the executive committee. The organizers shall be advisory members. The executive committee shall meet after the branch meeting and outline definite plans for the year. It shall supervise and develop

the work within the bounds of the conference; divide the conference into two districts over which the vice-presidents shall have supervision; seek to secure the organization of local societies and chapters of the Otterbein Guild in each church, and strengthen those already existing.

Article VI.—Duties of Officers.

1. The president shall preside at the annual meeting and have general supervision of all the work of the branch. She shall endeavor to have all the plans adopted by the branch executive committee carried into effect.

2. The vice-presidents shall co-operate with and aid the president in every possible way to carry out the plans of the branch. They shall superintend the districts into which the branch may be divided, shall have charge of the membership at large, and shall assist in developing and strengthening the work. They shall preside in the absence of the president, or upon request.

3. The secretary shall keep a record of the proceedings of the annual meeting and of the executive committee meetings. She shall submit quarterly reports to the general secretary, which shall reach her not later than June 29, September 29, December 29, March 29, also the annual report not later than March 29. She shall announce all the branch and executive committee meetings and present an annual report to the branch convention.

4. The treasurer shall receive all funds of the branch and transmit the same, except the branch contingent, to the general treasurer. She shall submit quarterly reports to the general treasurer, which shall reach her not later than June 29, September 29, December 29, March 29, also the annual report not later than March 29, when the books of the general treasurer close. She shall pay bills of the branch only upon vouchers properly certified by the president and secretary. She shall give bond, and her books shall be audited annually. She shall present an annual report to the branch convention.

5. The secretary of the Otterbein Guild shall, in harmony with the department secretary, endeavor to interest the young women in each local church of the conference in missions, and, whenever possible, organize a chapter. She shall submit quarterly reports to the department secretary, which shall reach her not later than June 29, September 29, December 29, and March 29, also the annual report not

later than March 29. She shall present an annual report to the branch convention.

6. The secretary of literature shall, during the year, select and recommend missionary literature to local secretaries of literature, and for the sales table at the branch convention.

She shall endeavor to secure a wider reading of missionary literature, especially of the Evangel and missionary leaflets. She shall encourage the use of the books of the mission study course. She shall submit quarterly reports to the department secretary which shall reach her not later than June 29, September 29, December 29, and March 29, also the annual report not later than March 29. She shall present an annual report to the branch convention.

7. The secretary of thank-offering, in harmony with the department secretary, shall endeavor to interest the women and girls in each local society and chapter in the branch in this department. Her annual report shall reach the department secretary not later than March 29. She shall present an annual report to the branch convention.

Article VII.—Meetings.

The branch shall meet annually and shall consist of the branch officers, three delegates from each local society, two delegates from each chapter of the Otterbein Guild, the life patrons, and life directors residing within the branch and paying annual dues. Life members shall be advisory members.

It shall receive and pass upon reports. It shall transact any business pertaining to its work. It shall elect officers and three delegates to the meeting of the board of managers, one of whom should be a representative of the Otterbein Guild, and another a member of the executive committee.

Article VIII.—Contingent Fund.

The expenses of the branch officers to the executive committee meetings, its delegates to the biennial meeting of the board of managers, and all other expenses of the branch shall be provided for by a contingent fund derived from the societies within the branch, as hereinafter provided.

Section III.

LOCAL SOCIETY CONSTITUTION.

Article I.—Name.

This society shall be called the ———— local society. ———— Branch of the Women's Missionary Association of the United Brethren in Christ.

Article II.—Object.

The object of this local society shall be to enlist the women of the ———— church in the cause of missions, to lead them to personal consecration, to disseminate missionary knowledge, and to raise funds to help carry forward the home and the foreign work of the Women's Missionary Association.

Article III.—Membership.

1. Any woman may become a member by the payment of ten cents per month, the yearly total to be divided as follows: $1.00 to general fund, 20 cents to branch contingent.

2. The society shall provide for all expenses connected with the work of the society through a local contingent fund.

3. Any child may become a member by the payment of five cents per month, and shall be reported on the list of associate members.

4. The payment of $10 at one time, or by installments within five years, shall constitute a life membership.*

The payment of $25 at one time, or by installments within five years shall constitute a life directorship.*

The payment of $100 at one time, or by installments within five years, shall constitute a life patronship.*

5. Life patrons shall be full members of the board of managers; life directors shall be advisory members of the same. Life patrons and life directors shall be full members, and life members shall be advisory members of the branch within whose bounds they reside. These privileges are accorded only to those who pay annual dues.

Article IV.—Officers.

The officers of the local society shall consist of a president, a vice-president, a secretary, a treasurer, a secretary of

*A certificate shall be given at the time of payment in full, but this certificate shall not exempt from annual dues.

literature, a secretary of thank-offering, and two or more collectors who shall be elected by ballot at the annual meeting in March.

Article V.—Executive Committee.

The officers of the society shall constitute the executive committee, whose duty it shall be to supervise and plan the work of the society. They shall endeavor to interest and enlist every woman and girl in the church in the work.

Article VI.—Duties of Officers.

1. The president shall preside at all meetings of the society and supervise its general interests. She shall be *ex officio* a member of every standing committee of the society, and present in writing a report of the work to each quarterly conference.

2. The vice-president shall co-operate with and aid the president in every possible way to carry out the plans of the society. She shall preside in the absence of the president or upon request.

3. The secretary shall keep a record of the proceedings of each meeting and the meetings of the executive committee. She shall keep a record of the names of the members, also a separate record of the names of the life members, life directors, and life patrons. She shall send quarterly reports to the branch secretary which shall reach her not later than June 20, September 20, December 20, March 20, also the annual report not later than March 20. She shall present a report in writing to the local society at each quarterly business meeting, and an annual report at the business meeting in March.

4. The treasurer shall receive all funds of the society and transmit the same, except the local contingent, to the branch treasurer. She shall submit quarterly reports to the branch treasurer which shall reach her not later than June 20, September 20, December 20, and March 20, also the annual report not later than March 20, when the books of the branch treasurer close. She shall present a report in writing to the local society at each quarterly business meeting, also an annual report at the business meeting in March. She shall present a report in writing to each quarterly conference. Her books shall be audited annually.

5. The secretary of literature shall seek to create and foster an interest in missions by means of missionary lit-

erature, pictures, etc. She shall select and purchase missionary literature during the year, secure the largest number of subscriptions possible to the Evangel, urge the use of a mission study course and be a member of the program committee.

She shall send quarterly reports to the branch secretary of literature which shall reach her not later than June 20, September 20, December 20, March 20, also an annual report not later than March 20. She shall present a report in writing to the local society at each quarterly business meeting, and an annual report at the business meeting in March.

6. The secretary of thank-offering shall endeavor to carry out in the local society the plans suggested for this department. She shall urge the use of the thank-offering boxes. She shall send an annual report to the thank-offering secretary of the branch, which shall reach her not later than March 20. She shall present a report in writing to the local society at each quarterly business meeting, and an annual report at the business meeting in March.

7. The collectors shall visit the women of the church, solicit members, collect monthly dues, also special funds. They shall work under the direction of the treasurer and shall pay all moneys to the treasurer before each quarterly business meeting. They shall present a report in writing at each quarterly business meeting.

Article VII.—Meetings.

The local society shall hold meetings once a month. The quarterly business meetings shall be held in June, September, December, and March, at which time the reports of officers shall be heard and the business of the society transacted. Necessary items of business may be transacted at any meeting.

The annual meeting shall be in March, at which time the officers, also three delegates and three alternates to the branch convention shall be elected by ballot.

Section IV.

OTTERBEIN GUILD CONSTITUTION.

Article I.—Name.

This society shall be called the ———— Chapter of the Otterbein Guild of ———— Church, ———— Branch of the Women's Missionary Association of the Church of the United Brethren in Christ.

Article II.—Object.

The object of this society shall be to enlist young women in the cause of missions, to lead them to personal consecration, to disseminate missionary knowledge, and to raise funds to be applied to any work undertaken by this department of the Women's Missionary Association.

Article III.—Membership.

1. Any young unmarried woman may become a member by the payment of six cents per month, the annual total to be divided as follows: 60 cents to general fund, 12 cents to branch contingent.

2. The chapter shall provide for all expenses connected with the work of the chapter through a local contingent fund.

3. All members are invited to sign the covenant.

4. The payment of $10 at one time, or by installments within five years, shall constitute a life membership.*

The payment of $25 at one time, or by installments within five years, shall constitute a life directorship.*

The payment of $100 at one time, or by installments within five years, shall constitute a life patronship.*

5. Life patrons shall be full members of the board of managers, life directors shall be advisory members of the same. Life patrons and life directors shall be full members, and life members shall be advisory members of the branch within whose bounds they reside. These privileges are accorded only to those who pay annual dues.

Article IV.—Officers.

The officers of this society shall be a president, a vice-president, a secretary, a treasurer, a secretary of literature, a secretary of thank-offering, and two or more collectors,

*A certificate shall be given at the time of payment in full, but this certificate shall not exempt from annual dues.

who shall be elected by ballot at the annual meeting in March.

Article V.—Patroness.

A patroness shall be elected by ballot at the annual meeting. She shall be a member of the local society if one exists, otherwise any missionary leader, and shall be an advisory member of the executive committee of the chapter.

Article VI.—Executive Committee.

The officers of the chapter including the patroness shall constitute the executive committee, whose duty it shall be to supervise and plan the work of the chapter. They shall endeavor to interest and enlist all the girls and young women in the church in the work. The president shall be chairman of this committee.

Article VII.—Duties of Officers.

1. The president shall preside at all meetings of the chapter and supervise its general interests. She shall be *ex officio* a member of all standing committees of the chapter, and shall present in writing a report to each quarterly conference.

2. The vice-president shall co-operate with and aid the president in every possible way to carry out the plans of the chapter. She shall be a member of the program committee, and shall preside in the absence of the president, or upon request.

3. The secretary shall keep a record of the proceedings of each meeting and the meetings of the executive committee. She shall keep a record of the names of the members, also a separate record of the names of life members, life directors, and life patrons. She shall send quarterly reports to the branch secretary of the Otterbein Guild, which shall reach her not later than June 20, September 20, December 20, March 20, also an annual report not later than March 20. She shall present a report in writing to the chapter at each quarterly business meeting and an annual report at the business meeting in March.

4. The treasurer shall receive all funds of the chapter and transmit the same, except the local contingent, to the branch treasurer. She shall submit quarterly reports to the branch treasurer, which shall reach her not later than June 20, September 20, December 20, March 20, also the annual report not later than March 20, when the books of the

branch treasurer close. She shall present a report in writing to the chapter at each quarterly business meeting and an annual report to the business meeting in March. She shall present a report in writing to each quarterly conference. Her books shall be audited annually.

5. The secretary of literature shall seek to create and foster an interest in missions by means of missionary literature, pictures, etc. She shall select and purchase missionary literature during the year, secure the largest number of subscriptions possible to the Evangel, urge the use of the Bible and mission study courses, and be a member of the program committee.

She shall send quarterly reports, also an annual report to the branch secretary of literature, which shall reach her not later than June 20, September 20, December 20, March 20, and the annual report not later than March 20. She shall present a report in writing to the chapter at each quarterly business meeting and an annual report to the business meeting in March.

6. The secretary of thank-offering shall endeavor to carry out in the chapter the plans suggested for this department. She shall urge the use of the thank-offering boxes. She shall send an annual report to the thank-offering secretary of the branch, which shall reach her not later than March 20. She shall present a report in writing to the chapter at each quarterly business meeting, and an annual report at the business meeting in March.

7. The collectors shall visit the girls and young women of the church, solicit members, collect monthly dues, also special funds. They shall work under the direction of the treasurer and shall pay all moneys to the treasurer before each quarterly business meeting. They shall present a report in writing at each quarterly business meeting.

Article VIII.—Meetings.

The chapter shall hold a regular meeting once a month. The quarterly business meetings shall be held in June, September, December, and March, at which time the reports of the officers shall be heard and the business of the society transacted. Necessary items of business may be transacted at any meeting.

The annual meeting shall be held in March, at which time the officers, also two delegates and two alternates to the branch convention, shall be elected by ballot.

CHAPTER XX.

Women's Aid Society.

CONSTITUTION.

Article I.—Organization.

When at any time an opportunity presents itself for the organization of a sufficient number of women (who are members or friends of the Church of the United Brethren in Christ) into a society for mutual aid in promoting the spiritual, social, financial, and intellectual interests of a congregation or charge, it shall be the duty of the pastor or the conference superintendent of the district to call together the women of the congregation or charge, and, after securing the names of all present wishing to become members of the organization, he shall proceed to organize, by having elected by ballot a president, vice-president, secretary, and treasurer, whose duties shall be those usually devolving upon such officers.

Article II.—Name.

This organization shall be known as the Women's Aid Society of the Church of the United Brethren in Christ, at ————————.

Article III.—Annual Election.

The officers of this society shall be elected by ballot annually at the last meeting preceding the session of the annual conference, and the officers elect shall assume the duties of their offices at the first meeting succeeding the session of the annual conference, at which time the secretary shall turn over to the secretary-elect all books and papers belonging to the society, and the treasurer shall make settlement with and turn over to the treasurer-elect all funds belonging to the society.

The president and treasurer of this society, when members of the Church, shall be members of the quarterly conference.

Article IV.—Membership.

Any woman of good standing, friendly to the work of the Church of the United Brethren in Christ, may become a member of the society.

Article V.—Meetings.

The regular meetings of the society shall be at least once each month, and oftener when any interest demands it.

The meetings shall always open and close with devotional exercises, and the deliberations shall be conducted according to the usages of the Church.

In case of the absence of the president and vice-president, the secretary shall call the meeting to order, and proceed to the election of a president *pro tem.*, whose official acts shall be valid.

Article VI.—Dues.

Each member of the society shall pay into the treasury of the same the regular monthly dues agreed upon by the society, and in case a member shall fail to pay for six consecutive months, unless unable to do so, her name may be erased from the roll of the society.

Article VII.—Disbursement of Funds.

All moneys collected on dues, or otherwise, by the society shall be used for the benefit of the congregation, or charge, or for any benevolent purpose, as the society may direct.

Article VIII.—Christian Visitation.

In order to promote the work of Christianity among the families under our influence, the members of the society may arrange to have all such families visited at least once a month, by dividing the homes to be visited into districts and one or two go to each home, look after the sick, invite persons to the various services of the church, and report to the pastor or leader all persons whose interest demands immediate attention.

This work is not to be substituted for the visitation of the pastor or leaders, but is meant to aid them in their work.

CHAPTER XXI.

Church Erection Society.

CONSTITUTION.

Article I.—Name.

This society shall be known as the Church Erection Society of the Church of the United Brethren in Christ, with headquarters in Dayton, Ohio, its corporate name being the Church Erection Society of the United Brethren in Christ.

Article II.—Membership.

All members of the United Brethren Church shall be members of this society; further, any person paying $1,000 at one time, or in four annual payments of $250 each, shall be an advisory life director. The secretary shall prepare and furnish to such advisory life directors a certificate as evidence of such directorship, signed by the president and secretary.

Article III.—Object.

The object of this society shall be to procure desirable lots in strategic centers for locations for churches and parsonages, and to assist congregations in locating and erecting houses of worship and parsonages.

Article IV.—Officers.

The officers of this society shall consist of nine trustees, at least four of whom shall be laymen, who shall be elected by the General Conference. The board of bishops shall select one of the bishops, who by such selection shall be one of the nine trustees aforesaid.

The general Church Erection secretary shall be the executive officer of this society, and its funds shall be handled by the general Church treasurer.

The trustees of this society shall meet immediately upon adjournment of the General Conference upon the call of the general secretary, and organize by electing a president and a vice-president and secretary of the board.

Article V.—Meetings.

The annual meeting of the board of trustees shall be held at such time and place as the board itself may decide. Other meetings may be held at such time and place as may be designated by the president and general secretary. Five of the members shall constitute a quorum.

Article VI.—Duties of Officers.

1. The president shall preside at all meetings of the board, and perform all duties usual to the office. In the absence of the president, the vice-president shall preside.

2. The general secretary shall keep a record of the proceedings of the board, conduct its correspondence, and devote himself to the work of securing funds and otherwise attending to the interests of the society as the board may direct. He shall submit an annual report to the board of trustees and a quadrennial report to the General Conference. The salary of such secretary shall be fixed by the General Conference.

3. The treasurer shall hold the funds of the society subject to the order of the board.

4. The board of trustees shall hold annual meetings, appoint an executive committee of not less than five, make by-laws to regulate its business, loan money to churches, appropriate money to defray incidental expenses, and publish such matter from time to time as the cause may require. It shall be the duty of the board of trustees, in case of vacancy in the office of secretary, from death, resignation, or otherwise, to appoint his successor as soon as practicable, who shall serve till the following General Conference.

Article VII.—Branch Societies.

1. Each annual conference of the Church is hereby constituted a branch of the general society and shall elect a board of trustees of not less than five of its members. This board shall organize by electing a president, secretary, and treasurer. It shall also adopt rules of regulation for its government in harmony with the rules and government of the general board. The branch secretary and treasurer shall submit annual reports to their conference boards and to the secretary of the general board by April first of each year.

2. The board of trustees, in conjunction with the conference superintendent, may take charge of the property of the church which becomes vacant and control the same so as to subserve the best interests of the conference.

Article VIII.—Receipts of Treasurer.

The general Church treasurer shall receipt for all money sent him by the various conference treasurers.

Article IX.—Application for Loans.

1. When a loan from Church Erection is desired, the quarterly conference or official board so desiring it shall be called together for the purpose of voting whether or not application shall be made. If the vote be favorable, the application shall be sent to the conference board of trustees for its approval, and upon such approval the conference board of trustees shall make application to the general secretary of the general Church Erection Society.

2. Where there is no local church, the conference branch society shall act in lieu thereof.

Article X.—Granting of Loans.

1. The board shall make no appropriations where there is reasonable prospect that the church asking aid can succeed without it, or where there is no prospect of gathering a good church membership.

2. Funds shall not be loaned to any church until the church property is secured by deed as provided for in the Discipline; nor shall loans be made to churches until their trustees have forwarded an abstract of the title of their property, certificate of release of all mechanics' liens and other incumbrances, and their notes, secured by the first mortgage on the premises properly recorded in the records of the courts, for the inspection of the board of managers, or executive committee.

3. A record of all loans placed by the general board on churches and parsonages shall be kept by the secretary of the branch society in conferences where such churches and parsonages are located.

4. The branch society shall assist the general board in promptly securing the return of all loans as they become due on churches and parsonages within its jurisdiction; and the secretary of each conference branch society shall report

the outstanding Church Erection loans within his territory at each session of the annual conference.

Article XI.—Duty of the Ministry.

1. Each pastor shall present the interests of church erection to his people during the year, and distribute such literature as may be furnished by the secretary and board of managers.

2. The conference superintendent shall direct attention to the interests of the society at quarterly meetings, and shall advise with the pastors as to the best methods of securing the advancement of the church erection cause. They shall also interest themselves in securing special gifts and bequests from those who may be able to give.

Article XII.—Insurance.

The trustees of any church or parsonage which receives a loan from the Church Erection Society shall be required to secure said property from loss by fire in some reliable insurance company in favor of said Church Erection Society.

Article XIII.—Parsonage Fund.

The board of trustees may set aside a per cent. of the church erection funds for the erection of parsonages.

Article XIV.—Administration of Funds.

1. All moneys collected for the various funds of church erection shall be paid to the treasurer of the branch society who shall promptly remit the same to the general Church treasurer.

2. All special donations and bequests shall go direct to the treasurer of the general board.

Article XV.—Lot Fund.

1. Such amounts from the general funds of the society as shall from time to time be determined upon by the board of trustees, together with all funds contributed specially for such purpose, shall constitute a lot fund.

2. This fund shall be used for purchasing desirable lots in strategic towns and cities of the various conferences

where we have no churches. Said lots may be gifts to the local churches that may be organized in such places, but the deeds of conveyance shall contain a clause providing that if the same is not used for church purposes, or becomes abandoned by the local church, said lots thereupon shall revert to the general Church Erection Society.

CHAPTER XXII.

Printing Establishment and Church Publications.

Section I.

PRINTING ESTABLISHMENT.

Name.

1. This establishment shall be called the Printing Establishment of the United Brethren in Christ.

Election of Officers.

2. The controlling authority herein granted shall be vested in the General Conference of said Church, whose duty it shall be to elect the necessary agents and editors, and fix their salaries, and make or amend such rules as in its judgment it may deem expedient.

Trustees—Election and Duties.

3. The General Conference shall elect a board of nine trustees to serve for four years, or until their successors are elected, at least five of whom shall be residents of the State of Ohio, and at least three of whom shall be residents of Dayton or its vicinity.

4. The board of trustees thus elected shall, during the interval of the General Conferences, take the oversight of the Printing Establishment. They shall meet annually, or oftener if need be, in the publishing house in Dayton, Ohio, on the call of their president. They shall also select a local committee of three of their number, from among those residing in Dayton or vicinity.

5. The local committee shall take the oversight of the establishment during the intervals of the meetings of the board of trustees. It shall meet monthly, or oftener if need be, and shall have power to order expenses curtailed in any department of the publishing house; and, should there arise a difference of opinion between the agent and the editor of any of the publications as to what shall appear in the columns of any paper, the committee shall decide the matter; it shall also decide what books that have been approved by the book committee shall be published by the

house, and transact such other business as may come before it.

6. The board of trustees shall have full power at any meeting to discontinue any periodical when the interests of the Church or Printing Establishment demand it; such action, however, shall not be taken except by a two-thirds vote of the board; and then the office and salary of the editor or editors shall cease.

7. It shall be the duty of the trustees to see that the agent and editors properly and faithfully discharge their duties. In case of dereliction of duty, they may suspend the delinquent party or parties from office until the General Conference; provided, however, that no one shall be suspended until a copy of the complaints in writing has been presented to the accused, and an opportunity given for defense before the board of trustees.

8. The trustees may make any by-laws which may seem to them expedient for the regulation of the minor concerns of the Printing Establishment, provided they are not inconsistent with any General Conference rule.

9. The editors, publishing agent, and trustees are authorized to make such changes and improvements in our literature during the quadrennium as may be necessary, and also to adjust any discrepancies between the periodicals in size and price.

Duties of Publishing Agent.

10. It shall be the duty of the agent to supervise and manage the business of the Printing Establishment, under the direction of the board of trustees; to regulate the publications and all other affairs of the house, except that which pertains to the editorial departments, in such manner as the interests of the Church may require. He shall also furnish to the local committee, at each monthly meeting, a full and satisfactory statement of all the business transactions of the previous month; and, if desired by the committee, he shall present for examination all books, vouchers, and papers, and afford the committee every means and facility for a full and intelligent understanding of the business of the publishing house. He shall keep separate accounts with each department of the business, and also each periodical published, and carry into effect all of the instructions of the board of trustees and local committee.

11. The agent and local committee shall annually take an account of stock, including in the inventory all the assets, of whatever nature, of the Printing Establishment at their estimated cash value, except the real estate, which shall be appraised by the local committee of the board of trustees at the end of each quadrennium, and the valuation shall not be changed prior to the close of the succeeding quadrennium except by the purchase, sale, improvement, or destruction of property. Such inventory shall also contain a full and detailed statement of all liabilities, profits, and losses. In making this financial exhibit, two separate and distinct accounts shall be kept. One shall be a complete financial account of the Printing Establishment proper, located on Fifth Street, Dayton, Ohio. The other shall be a complete account of the fiscal condition of the real estate at the corner of Fourth and Main streets, Dayton, Ohio, setting forth separately each piece of property owned or controlled by the publishing house. The agent and board of trustees shall have full control of credits and collections.

12. The agent shall prepare and publish a report of the condition of the Printing Establishment annually in the Religious Telescope, and shall also make a report to the General Conference. He shall make arrangements for *verbatim* reports of the proceedings of the General Conference for publication.

Vacancies.

13. Should any vacancy occur in any of the offices of the Printing Establishment, or in the board of trustees, the trustees shall fill such vacancy until the sitting of the succeeding General Conference.

Employment of Time.

14. No editor or officer employed in the Printing Establishment shall accept any office or engage in any business which will interfere with the duties of his office.

Proceeds.

15. The profits of the Printing Establishment, after a sufficient capital to carry on the business is retained, shall be applied to the benefit of traveling and worn-out itinerant preachers and their widows and orphans.

Section II.

CHURCH PUBLICATIONS.

Book Committee.

1. The book committee shall be composed of the editor of the Religious Telescope, editor of the Watchword, editor of the Sabbath-school literature, the professor of theology in Bonebrake Theological Seminary, and the publishing agent. The latter shall receive all manuscripts and have power to call the committee, and without the sanction of the book committee no book shall be published in the name of the Church or publishing house during the interval of the General Conferences. The agent and local committee shall select a book editor.

Authorship of Doctrinal Publications.

2. No one of our preachers or laymen shall become the author of any doctrinal book or pamphlet, in a printed form, in the name of the Church, without the approbation of the book committee or an annual conference, or of a committee chosen by the latter. If any preacher or layman violates this rule, he shall be accountable to the class or to the quarterly or annual conference, as the case may be.

CHAPTER XXIII.

EDUCATION.

SECTION I.

BOARD OF EDUCATION.

Article I.—Constitution.

The Board of Education of the Church of the United Brethren in Christ shall be composed of the following: The bishops, *ex officio*, the presidents of our colleges, the president of Bonebrake Theological Seminary, and six laymen to be elected for eight years, one half the laymen to be elected at any General Conference; provided that, at the conference of 1917, three shall be elected for four years and three for eight years. Seven members of the board shall constitute a quorum.

2. There shall be a general secretary of education, elected by the General Conference.

Article II.—Organization.

1. The officers of the board, in addition to the general secretary, shall be a president and vice-president, who shall be elected by the board at the first session immediately after the adjournment of General Conference, and these officers shall hold office until the next General Conference.

2. The general secretary of education, under the direction of the board, shall conduct the correspondence, keep the records, and in all his official conduct shall be subject to the authority and control of the board. His time shall be entirely employed in conducting the affairs of the board and promoting its objects by making educational investigations, by traveling in its interests, by visiting the schools of the Church and lending assistance to the officers thereof, by making educational addresses, by soliciting funds and students for the schools of the Church, by compiling statistics and other information for the uses of the board, and by performing such other labors as will assist the existing schools of the denomination and those hereafter established

to a higher degree of efficiency, and perform such other duties as the board may from time to time require.

3. There shall be at least one session of the board each year. Special meetings of the board may be called by the president, upon the request of five members.

4. In the case of a vacancy occurring in the board, by death or otherwise, the board shall have power to fill the vacancy, the election to be by ballot, and the person elected to hold office until the next meeting of the General Conference.

Article III.—Executive Committee and By-Laws.

The board shall have power to appoint an executive committee from its own membership, and take such other measures to accomplish the object of its creation as shall not be inconsistent with this constitution.

Article IV.—Work of the Board.

1. To assist in every way the cause of higher education in the Church, to awaken and stimulate an interest in this important work throughout the borders of our Zion, to encourage and aid our educational institutions that are striving to bring the Church to greater efficiency, and to unite the friends of education in their efforts, that greater unity of plan may be secured, and the forces of the Church combined to give our people advantages commensurate with the needs of the present day.

2. To seek by the publication of tracts, pamphlets, addresses, or books upon educational questions, to diffuse among our members a more general knowledge of the value of a sanctified education and of a well-instructed ministry, and thereby awaken in them a better appreciation of our institutions of learning and of the obligations resting upon them to give of their substance for their support.

3. To make an annual report of the general and financial condition of the colleges and other educational institutions of the Church; to make such recommendations to the managers of these institutions as will tend to make them more effective.

4. This board shall determine the number of colleges and academies, and the standards for the various grades of institutions of learning and the co-operating territory of each. In the readjustment of co-operating territory of

existing institutions, the board shall seek such an equitable adjustment as may be satisfactory to the conferences and institutions concerned.

5. The board shall determine the standard of colleges which grant the bachelor degree. The remainder of our schools may be junior colleges or academies or may be discontinued, at the discretion of the board. The junior colleges and academies shall co-operate with the standard colleges in course of study, in students, and in every way possible in their respective districts. The courses of study of like grade schools shall co-ordinate as far as possible, based upon the minimum of units as outlined by the board.

6. No church school shall be established, discontinued, relocated, or consolidated with another without the consent of this board, by a two-thirds vote of the entire board.

7. The board, through its secretary, shall make to the General Conference a report of all the work done during the preceding four years, including money received by collections, bequests, or otherwise, the amount paid out, and the purposes for which it was paid. The board may propose to the General Conference, from time to time, such plans as it may consider useful or necessary for the success of the work committed to it.

Article V.—Amendments.

No addition or amendments to the provisions of this constitution shall be made except by consent of a majority of the members of the General Conference present at any of its sessions. Notice of any proposed addition or amendment shall be given at least one day previous to its consideration.

Article VI.—Education Fund.

1. There shall be an education fund under the control of this board, to be raised by the secretary and members of the board, in the form of cash, gifts, death notes, bequests, etc. This fund shall be appropriated at the discretion of the board.

2. To accomplish the work of the Board of Education, an annual offering may be taken, or, if the board thinks best, the amount to be raised by the various conferences may be apportioned according to the judgment of the board and in accord with the decision of the Board of Administration.

The funds thus raised shall be sent to the conference church treasurer.

Article VII.—Annual-Conference Board.

There shall be a board of education in each annual conference, which shall report annually to the annual conference. The number of members of this board, the method of their election, and their organization shall be determined by the general Board of Education. This board shall act in cooperation with the general board in developing our educational interests within its territory. The local institutions and this board shall work in harmony.

Section II.

Beneficiary Aid.

Article I.—Beneficiary Aid Fund.

The Board of Education shall raise funds by collection, donation, or bequest, to aid by loan, without interest, as the executive committee may determine, in educating, in both their collegiate and theological courses, worthy young persons who are preparing themselves for the work of the gospel ministry, or as missionaries in the United Brethren Church; provided, however, that the board shall have power to receive money and use it for other educational purposes, as donors may direct.

Article II.—Recommendations for Aid.

Young persons aided by this board must first be recommended as suitable persons to receive aid by the conference in whose bounds they live, or to which they belong; or by the board of Foreign Missions, when the applicant does not reside within the bounds of any conference; or by an educational committee appointed by the conference, to which all requests for aid, not acted upon by conference, or which shall occur during the interim of its sessions, shall be referred.

Article III.—Delinquents.

No person having received aid from the Board of Education may be granted an honorable dismissal by his conference until he shall have made satisfactory settlement with the board. The bishops are directed to enforce this provision.

Section III.

EDUCATION DAY.

There shall be observed annually in each congregation an education day, at which time pastor and people shall give special attention to the educational interests of the Church. The churches and schools shall each year observe the day of prayer for students. The board of education shall promote this day and secure special offerings for the work of the board.

Section IV.

ACADEMIES AND COLLEGES.

Article I.—Academies.

In this day of excellent high schools in many parts of our country, academies should be located judiciously, and should confine their literary courses of study to such branches of learning as will prepare for entrance upon the freshman or sophomore year of the best colleges. An academy doing such work is greatly preferable to an inferior college. No new academy shall be undertaken with a less sum than fifty thousand dollars.

Article II.—Colleges.

1. The success of our church work is connected vitally with the colleges of the Church. In these our youth are developed and equipped in mind and heart for the work of effective service to humanity. As to Christian education, the divine Word aptly declares: "Wisdom is a defence, and money is a defence; but the excellency of knowledge is, that wisdom giveth life to them that have it."

2. The ministry and laity should earnestly use their power to have as many young people as possible attend our own institutions of learning, and to encourage persons to give liberally of their means for the more thorough establishment and equipment of our educational institutions.

3. No college shall be founded except upon the demand of an imperative necessity, or with a less sum of money than two hundred thousand dollars, of which one hundred thousand dollars shall be a permanent and productive endowment, and whose title shall be in fee simple to the Church of the United Brethren in Christ.

4. It is recommended that the several presidents and principals of our institutions of learning be *ex officio* members of the local official bodies which govern the said institutions.

5. We direct that the endowment funds of our institutions of learning be kept sacred for the purposes for which they were given, and not dissipated and jeopardized by loans to the contingent fund of the institutions and spent for current expenses, and we recommend that these funds of our institutions be not loaned to the members of the board, or officers or teachers of the institution, or others who are personally interested in the care and safe-keeping of these funds.

6. We cordially endorse and approve the best method of industrial education as applied in those institutions where mechanical and other equipment is provided for this purpose, and recommend that this practical training and self-help be secured for those who desire it, as soon as practicable.

Article III.—College Extension Courses.

In view of the fact that many of our ministers and laymen who find it impossible to go away to school, would be glad to pursue a course of study, and in view of the university and college movement now organized in most of the schools of higher education in our land, we recommend:

1. That all our colleges offer such non-resident courses of study as they may be able to teach, for the aid and encouragement of the above-named class of students.

2. That these students be examined thoroughly on their courses of study, and that suitable diplomas be awarded those who complete their work to the satisfaction of the respective colleges.

3. We recommend that our institutions of learning provide such instruction as prepare their students to become leaders of song in church and Sunday school.

4. We recommend that our institutions of learning give greater emphasis to the training of their young people for different phases of religious work.

Section V.

BONEBRAKE THEOLOGICAL SEMINARY.

Article I.—Object.

This institution of sacred learning, located in Dayton, Ohio, is maintained by the United Brethren in Christ for

the purpose of educating persons called of God to the work of the ministry and the spread of the gospel of Christ among men. It shall be under the control of the General Conference of the United Brethren in Christ, by which its board of trustees shall be elected at each quadrennial session.

Article II.—Officers.

The officers of the seminary shall consist of a business manager and a board of trustees, who shall be elected by the General Conference. The board of trustees shall be composed of eighteen members, a majority of whom shall be residents of the State of Ohio. The acting bishops shall be elected by the General Conference as members of said board.

Article III.—Duties of Trustees.

1. The board of trustees shall meet on the call of the senior bishop immediately after its election, and organize by electing a president and secretary. The board of active bishops shall act as vice-presidents in the order of their seniority. It shall meet annually in the seminary building at Dayton, Ohio, elect a president and the necessary faculty, review the work of the business manager and the faculty, determine the salaries of the faculty, and adopt measures for the advancement of the interests of the institution.

2. The board of directors may fill any vacancy caused by the resignation, removal, or refusal to serve of the business manager or trustees.

3. The board shall elect four persons who, together with the business manager, shall constitute the executive committee, which shall meet on call of the chairman and transact business for the institution in accord with the orders and plans of the board of trustees.

4. The board of trustees shall make a report of its work to the General Conference, giving such facts in connection with the seminary as it may deem of importance.

Article IV.—Business Manager.

The business manager shall reside in Dayton, Ohio, and shall manage the assets under the direction of the executive committee, have charge of all the property, and manage the business of the institution. He shall solicit and, with the consent and approval of the board of trustees,

or executive committee, employ others to solicit contributions to the seminary. In the name of the Bonebrake Theological Seminary, and under its corporate seal, the business manager shall execute all deeds of transfer and other legal documents which may be authorized by the board of directors or its executive committee. He shall report to the board of directors annually, and to the General Conference quadrennially, an account of all receipts and expenditures, together with any recommendations pertaining to the business interests of the institution.

Article V.—President's Report.

The president of the seminary shall make a quadrennial report concerning the standing and efficiency of the institution, its scholarships and library, together with any recommendations pertaining to the scholastic work of the institution.

Article VI.—The Custodian of Funds.

The general Church treasurer shall receive and disburse on order the funds of the seminary.

Atticle VII.—Endowment and other Funds.

All moneys or values of any kind given to the seminary as an endowment shall be held sacred as a permanent fund and securely invested, the interest only to be used in the maintenance of the seminary. All other funds shall be used as the interests of the seminary may require or as the donors may direct.

Article VIII.—Annual Income.

The annual apportionment and division of funds shall be by the Board of Administration, as outlined in the plan of finances of the Church (Chapter XV.).

Article IX.—Obligation of Faculty.

Each professor chosen to a chair in the seminary shall, upon the day of his inauguration, publicly subscribe to the following declaration of faith and obligation:

I solemnly declare, in the presence of God and the officers of Bonebrake Theological Seminary, that I believe the Holy Scriptures, Old and New Testaments, to be the inspired Word of God, and, with the Holy Spirit, the only perfect rule of faith and practice. I believe the Confession of

Faith, as contained in the thirteen articles in our Book of Discipline, to be a truthful consensus of the fundamental doctrines of the Bible. I believe that the system of church government, as presented in the Book of Discipline of the United Brethren in Christ, is consistent with the teachings of the sacred Scriptures, and I solemnly promise that I will not teach or insinuate anything that shall in any way be inconsistent with the foregoing declaration, or that is not in harmony with the Constitution and Confession of Faith and the rules of the Church as set forth in the Discipline of the United Brethren in Christ. I also promise, by divine assistance, to the best of my ability, to sustain the doctrines of the Holy Scriptures as thus set forth by the Church, in opposition to all forms of error, as long as I shall remain a professor in this institution.

[Name].....

Article X.—Entrance Examination.

The faculty shall require candidates for admission to the seminary to pass any examinations deemed necessary to determine their fitness; and arrange for examinations in the respective conferences without expense to the candidates, provided that no person shall be permitted to enter the regular course of study who has not had a high school course or its fair equivalent.

Article XI.—Postgraduate Studies.

The faculty may arrange postgraduate courses of reading to cover one, two, or three years, for the successful completion of which appropriate seals shall be placed upon the diplomas of alumni. The examination shall be by correspondence, or otherwise, as the faculty may arrange.

CHAPTER XXIV.

GENERAL CHURCH TREASURY.

The General Conference shall elect a general Church treasurer, who shall be the treasurer of the board of trustees of the Church of the United Brethren in Christ, and who shall receive and disburse, on order, the funds of the Home Missionary Society, the Foreign Missionary Society, Church Erection Society, the board of control of the Sunday School, Brotherhood and Young People's work, the Board of Education, General Conference expense fund, Bonebrake Theological Seminary fund, and other benevolent funds of the Church. Said treasurer shall give bond for the faithful performance of his duty, the bond to be fixed by the board of bishops and the salary by the General Conference.

CHAPTER XXV.

Evangelism.

THE GENERAL COMMISSION ON EVANGELISM.

1. There shall be a general Commission on Evangelism, consisting of the board of bishops and the secretary of the Home Mission board, members *ex-officio*, and three ministers and three laymen to be elected by the General Conference.

The work of this commission shall be: First, to arrange for the employment and support of evangelists to work in the Church at large, and to provide and send out such literature as will arouse a greater interest in this department. Second, to give careful and studied attention to the character and fitness of the men of this denomination who desire to do the work of an evangelist, and to furnish reliable information concerning the same to the commission on evangelism of the Federated Churches of Christ in America, and to evangelistic committees and pastors desiring evangelistic help.

CONFERENCE AND LOCAL ORGANIZATION.

2. Each annual conference shall have an evangelistic committee consisting of the conference superintendent, or superintendents, and the superintendents' council, which shall have the oversight of evangelistic work in the annual conference.

3. There shall be a committee of three or more in each local church who, in conjunction with the pastor, shall constitute a local evangelistic committee, of which the pastor shall be the chairman. It shall be the duty of this committee to arouse an evangelistic spirit in the local church, and, if possible, to enlist every member of the society in soul winning. This committee shall take an annual census of the locality in which the church is situated, and tabulate the result for the use of the church and Sunday school.

CLASSIFICATION OF EVANGELISTS.

4. Two classes of evangelists are to be recognized, as follows: First, Evangelists-at-large, who may work independently or under the direction of the general evangelistic commission. Second, conference evangelists, employed by the

annual conference at a stated salary to be provided for by the annual conference.

No person shall be recognized as an evangelist who has not been approved by his annual conference. Any one desiring the relation of evangelist-at-large must be approved by his annual conference, or superintendents' council, and receive credentials from the general Commission on Evangelism.

5. Before any evangelist, other than those of our own Church, shall be invited to conduct meetings in any of our local churches, he must be endorsed by the bishop of the district and the superintendent of the conference.

CHAPTER XXVI.

Preachers' Pension Fund.

A pension fund shall be provided for the purpose of aiding superannuated ministers in the Church of the United Brethren in Christ and ministers' widows.

The Board of Administration shall conduct a great pension fund campaign for meeting the immediate needs of those entitled to payments from this fund. This board shall also administer the fund thus secured.

CHAPTER XXVII.

Homes and Orphanages.

1. The Quincy United Brethren Orphanage and Home, located at Quincy, Franklin County, Pa.; the Otterbein Home, located near Lebanon, Warren County, Ohio; the Colonel R. M. Baker Home, located at Otterbein, Los Angeles County, California, are recognized as sustaining well-defined relations to the Church as general institutions.

2. The territory which shall co-operate with the Quincy United Brethren Orphanage and Home shall comprise Allegheny, Erie, Pennsylvania, East Pennsylvania, Virginia, West Virginia, East Tennessee, and Florida conferences; all other territory to co-operate with the Otterbein Home, except the Oregon, Columbia River, and California conferences which may co-operate with the Colonel R. M. Baker Home at its request.

3. The General Conference shall elect trustees for the Quincy United Brethren Orphanage and Home and the Otterbein Home from their respective territories. The California Conference shall elect trustees for the Colonel R. M. Baker Home.

4. The boards of trustees shall adopt such plans and rules as may be necessary for the management of said institutions, provided such plans and rules are in harmony with the Discipline of the Church.

5. It shall be the duty of the board of bishops to present the above interests to each of the respective annual conferences co-operating, and to urge a free-will offering at Christmas, or some other suitable time, each year, and to encourage solicitations of funds within the bounds of their districts.

6. In order to secure the best results from concentration, no similar institution may be established without the approval of the General Conference.

CHAPTER XXVIII.

Historical Society.

Section I.

GENERAL CONFERENCE APPROVAL.

1. The Historical Society of the Church of the United Brethren in Christ, located in Dayton, Ohio, having for its object the collecting and preserving of papers, records, books, and other materials bearing upon the history of the Church, has the recognition of the General Conference.

2. Said society shall, through its officers, make quadrennial reports to the General Conference.

Section II.

CONSTITUTION.

Article I.—Name.

The name of this society shall be the Historical Society of the Church of the United Brethren in Christ.

Article II.—Object.

Its object shall be to collect and preserve information in connection with the rise and progress of the Church of the United Brethren in Christ; also, objects of curiosity and interest, in the form of manuscripts, books, pamphlets, medals, portraits, etc.

Article III.—Location.

The business headquarters, the museum, and library of the society shall be located in Dayton, Ohio.

Article IV.—Members.

1. Any person approved by the board of managers may become a member upon the payment of an initiatory fee of one dollar, and may retain membership by contributing one dollar annually thereafter. In case of failure to pay fees within six months after they are due, membership shall be forfeited.

2. Any person approved by the board of managers may, by the payment of ten dollars, become a life member, and shall be exempt from the payment of the annual fee.

3. The board of managers shall have power to appoint a corresponding member within each of the annual conferences of the Church; but, at the request of the board of managers, a corresponding member may be elected by an annual conference. Other corresponding members may be elected by the board, at their option.

4. Any person considered worthy of the honor may be elected by the board of managers to honorary membership, without fees.

Article V.—Officers.

1. The officers shall consist of a president, first, second, and third vice-presidents, secretary, librarian, and a board of managers consisting of these officers and eight other members. The general Church treasurer is, by enactment of General Conference, the treasurer of the society.

2. These officers shall be elected at each regular annual meeting, and shall serve until their successors have been duly elected.

3. The election of officers shall be conducted by ballot, unless there be but one nomination, in which case the election may be by acclamation.

4. In voting by ballot, no votes shall be counted except those votes cast by members present at the meeting, for persons nominated, and a majority of all votes cast shall be necessary to election.

5. The board of managers shall have power to fill vacancies.

Article VI.—Duties and Privileges of Members.

1. It shall be the duty of members of every class to promote the interests of the society in every way possible, by securing for the society such information and such articles as will be of value in accomplishing the purpose of the organization.

2. Annual and life members shall be entitled to all the privileges of the society, including admission to the museum and library. Corresponding and honorary members shall be entitled to admission to the museum and library.

Article VII.—Duties of Officers.

1. The duties of the president, vice-presidents, secretary, and treasurer shall be such as are usually performed by these officers.

2. The librarian shall be the custodian of the property of the society, and shall manage it according to the rules adopted by the board of managers.

3. The board of managers shall have charge of all the interests of the society in the interim of the annual meetings. They shall meet quarterly. Special meetings may be called by the president. Five shall constitute a quorum.

4. The treasurer, librarian, and board of managers shall render reports to the society at the annual meeting.

Article VIII.—Property.

All the property of the society, except its funds, shall be deposited in a room or rooms, provided for the purpose, and shall be open for the inspection of the members of the society and others, under such restrictions and regulations as may be adopted by the board of managers; and in no case shall any article of any kind be removed from the museum or depository, except by order of the board of managers, and then only for a limited time. The depository shall contain, under the same restrictions and regulations, for the benefit of the members, a library, to be formed as rapidly as circumstances will permit.

Article IX.—Funds.

1. All funds, after necessary expenses are paid, shall be appropriated to the enlargement and preservation of the museum and library.

2. All bequests of money made to the society shall be funded under the direction of the board of managers, and the interest thereof used for ordinary expenses.

Article X.—Meetings.

The society shall meet annually for the purpose of electing officers and transacting other necessary business. Twenty-five shall constitute a quorum. The time of meeting of the society and the board shall be determined by the board.

Article XI.—Amendments.

This constitution may be amended at any regular meeting by a two-thirds vote of the members present, provided that the proposed amendment shall have been previously approved by the board of managers, and published in the Religious Telescope.

PART VI

Boundaries

CHAPTER XXIX.

Bishops' Districts.[1]

I. East District.

Allegheny, East Pennsylvania, East Tennessee, Erie, Florida, Pennsylvania, Virginia, and West Virginia.

II. Central District.

East Ohio, Kentucky, Miami, Ohio German, Sandusky, Southeast Ohio, and West Tennessee.

III. Northwest District.

Indiana, Lower Wabash, Michigan, Minnesota, Northern Illinois, St. Joseph, White River, and Wisconsin.

IV. Southwest District.

Arkansas, Colorado, Iowa, Kansas, Louisiana, Missouri, Nebraska, New Mexico, and Oklahoma.

V. Pacific District.

California, Columbia River, Montana, and Oregon.

VI. Foreign District.

China, Japan, Philippines, West Africa, and Porto Rico.

[1]By order of the General Conference each active bishop is required to reside within the bounds of his own district.

CHAPTER XXX.

Conferences and Districts.

Article I.—Domestic Conferences.

The boundaries of the conferences and districts shall be as follows:

ALLEGHENY.

1. Beginning at the southwest corner of Mercer County, Pennsylvania: thence along the southern line of Mercer and Venango counties to Clarion County; thence north along the eastern line of Venango County to Warren County; thence along the southern line of Warren, McKean, and Potter counties; thence north along the eastern line of Potter County to the New York State line; thence along the State line between New York and Pennsylvania to the north branch of the Susquehanna River; thence along the west line of the East Pennsylvania and Pennsylvania conferences to the State of Maryland; thence along the south line of the State of Pennsylvania to the southwest corner of the State; thence along the State line to the place of beginning.

CALIFORNIA.

2. California Conference embraces the State of California.

COLORADO.

3. Colorado Conference includes the States of Colorado, Wyoming, and Utah.

COLUMBIA RIVER.

4. Beginning on the northern boundary of the State of Washington; thence south along the Cascade Mountains to the Columbia River; thence up the Columbia River to the mouth of the John Day River; thence south along said river to its source; thence east to the Oregon line, including all the territory of Washington and Oregon east of the line above given, and also the State of Idaho.

EAST OHIO.

5. Beginning at the northeast corner of the State of Ohio; thence south along the State line and the Ohio River to Marietta; thence up the Muskingum River to a point opposite the northwest corner of Noble County, Ohio; then due east to said northeast corner of Noble County; thence north along the east line of Muskingum and Guernsey counties, Ohio; thence west along the north line of Muskingum and Licking counties, Ohio, to the east line of Delaware County, Ohio; thence west from this point to Delaware, Ohio; thence north along the eastern boundary of Sandusky Conference to Sandusky City, Ohio; thence eastward along the northern boundary of the State of Ohio to the place of beginning.

EAST PENNSYLVANIA.

6. Beginning at the northeast boundary of the State of New Jersey on the Atlantic Coast; thence along the said boundary line and the Delaware River to the northern boundary of Pennsylvania; thence westward along said boundary to the north branch of the Susquehanna River; thence along said river to the junction of the north and west branches of the Susquehanna River; thence southward along the east shore of the Susquehanna River and the Chesapeake Bay to the Atlantic Ocean; thence northward along the Atlantic Coast to the place of beginning. Said conference shall be the legal successor of Eastern Conference and East Pennsylvania Conference. All rights, interests, bequests, and obligations of said conferences shall inhere in the said East Pennsylvania Conference.

EAST TENNESSEE.

7. East Tennessee Conference embraces all the territory in Tennessee lying east of the Cumberland Mountains, and the counties of Lea, Scott, and Washington in the State of Virginia.

ERIE.

8. Beginning on the shore of Lake Erie, at the northwest corner of the State of Pennsylvania; thence south along the State line between Ohio and Pennsylvania to the southwest corner of Mercer County, Pennsylvania; thence east with the line as described in the bounding of Allegheny Conference to the New York State line, and including the State of New York and all that part of Pennsylvania em-

braced within the above-described limits; provided, that Orangeville Circuit be included in Erie Conference.

FLORIDA.

9. Florida Conference embraces all the States of Georgia and Florida.

INDIANA.

10. Indiana Conference shall embrace all the territory in Indiana south of the following line: Beginning at the northwest corner of Sullivan County, thence due east to the west boundary of Bartholomew County; thence southeast to Columbus; thence eastward by way of Big Four Railroad to Greensburg, thence southeast by said railroad to the southwest corner of Franklin County; thence east along said county line to the Ohio State line.

Lewis ciass in Vigo County, Briley and Middlebury classes in Clay County, and Beech in Owen County are hereby placed in Indiana Conference, and Columbus charge is to be in White River Conference.

IOWA.

11. Iowa Conference embraces all of the State of Iowa.

KANSAS.

12. Kansas Conference embraces all the State of Kansas.

KENTUCKY.

13. Kentucky Conference embraces all the State of Kentucky, except Covington and Newport, which belong to Miami Conference.

LOUISIANA.

14. Louisiana Conference embraces the States of Louisiana, Mississippi, and Alabama, excepting that part contiguous to West Tennessee Conference.

LOWER WABASH.

15. Beginning at the mouth of the Illinois River; thence up said river to the northwest corner of Green County, thence along the northern lines of Green, Macoupin, and Montgomery counties to the northeast corner of Montgomery County, thence along a straight line across Christian Coun-

ty to the southwest corner of Macon County, thence along the south and east lines of Macon County, thence along the west and north lines of Platt County, thence along the west and north lines of Champaign County, thence along the west and north lines of Vermillion County to the Indiana State line. Cherry Grove and Dalton City churches to be in the Northern Illinois Conference.

MIAMI.

16. Beginning at the mouth of the Great Miami River; thence north along the western boundary of the State of Ohio, to the northwest corner of Darke County, Ohio; thence eastward along the Sandusky Conference line to Sidney, Ohio; thence to the east line of Champaign County, Ohio; thence southwest along the east line of the counties of Champaign, Clarke, and Green to the north line of Clinton County; thence west on the north line of Clinton County to the northeast corner of Warren County; thence south on the east line of Warren County to the north line of Clermont County; thence west on the north line of Clermont County to the east line of Hamilton County; thence south on the east line of Hamilton County to the Ohio River; thence down the Ohio River to the place of beginning; provided, that the cities of Newport and Covington, in the State of Kentucky, and the Rockdale Church, in the State of Indiana, shall belong to the Miami Conference.

MICHIGAN.

17. Michigan Conference embraces all the State of Michigan.

MINNESOTA.

18. Minnesota Conference embraces all of the State of Minnesota.

MISSOURI.

19. Missouri Conference embraces all the State of Missouri.

MONTANA.

20. Montana Conference is composed of the entire State of Montana, and that part of North Dakota which lies south and west of the Missouri River.

NEBRASKA.

21. Nebraska Conference includes all the States of Nebraska and South Dakota.

NEW MEXICO.

22. New Mexico Conference embraces all the State of New Mexico.

NORTHERN ILLINOIS.

23. Northern Illinois Conference embraces all the territory of the State of Illinois north of the line given as the northern boundary of the Lower Wabash Conference.

OHIO GERMAN.

24. Ohio German Conference embraces the States of Ohio, Kentucky, Indiana, and Illinois. Permission is also granted to go into any of the Western States or Territories, where doors of usefulness may be open to labor among the German population.

OKLAHOMA.

25. Oklahoma Conference embraces all the territory within the State lines of Oklahoma, and any organized work in Texas.

OREGON.

26. Oregon Conference embraces in its territory all the States of Oregon and Washington not occupied by the Columbia River Conference.

PENNSYLVANIA.

27. Beginning at the mouth of the Juniata River; thence along said river westward to the crest of the Tuscarora Mountains; thence southward along the crest of said mountains to the State of Maryland; thence westward along the Pennsylvania and Maryland State lines to the northwest corner of Washington County, Maryland; thence southward along the western boundary of said county to the Potomac River; thence along said river to the Chesapeake Bay; thence eastward along the coast to the mouth of the Susquehanna River; thence northward along said river to the place of beginning.

ST. JOSEPH.

28. St. Joseph Conference embraces all territory north of the following-described line; Beginning at the southwest corner of Warren County; thence east on said county line to the Wabash River; thence up said river to the Tippecanoe County line; thence south to the Montgomery County line; thence east on said county line to Hamilton County; thence north to Howard County; thence east on Howard County line to Grant County; thence north on Grant County line to Wabash County; thence west and north on Wabash County line to the Wabash River; thence along the Wabash River to the Ohio State line. Howard Chapel and Independence are to belong to White River Conference. It hereby becomes legal successor to those parts of the divided Upper Wabash Conference that lie within these described lines.

SANDUSKY.

29. Beginning at Sandusky, Ohio; thence south along the Baltimore and Ohio Railroad to Shelby Junction; thence south and west along the Big Four Railroad to Delaware and Marysville, Ohio; thence west along the south line of Logan County to Sidney, Ohio; thence west on a straight line to the northeast corner of Darke County, Ohio; thence west to the west line of the State of Ohio; thence north along the State line to the northwest corner of the State line of Ohio; thence east to Sandusky, Ohio, the place of beginning. Sidney, Galion, Shelby, and Chicago, Ohio, to belong to the Sandusky Conference, and Ostrander and Union to belong to the Southeast Ohio Conference.

SOUTHEAST OHIO.

30. Beginning at Delaware, Ohio; thence along the boundary line of East Ohio Conference in a southeasterly direction to Marietta, Ohio; thence down the Ohio River to the east line of Hamilton County, Ohio; thence to the northwest corner of Clermont County; thence along the north line of Clermont County to the east line of Warren County, Ohio; thence northward on the east line of the counties of Warren, Greene, Clarke, and Champaign to the south line of Sandusky Conference; thence eastward along said line to Delaware, Ohio, the place of beginning.

VIRGINIA.

31. The Virginia Conference embraces the State of Virginia except the counties of Lea, Scott and Washington; also that part of West Virginia lying east of the west boundary lines of the counties of Grant and Pendleton of said State; also, Allegheny County, Maryland, and that part of Garrett County, Maryland, lying east of the boundary of West Virginia Conference. (The Swanton and Bethlehem churches to belong to West Virginia Conference.)

WEST TENNESSEE.

32. West Tennessee Conference embraces all the territory of the State of Tennessee lying west of the Cumberland Mountains; also contiguous work in Alabama.

WEST VIRGINIA.

33. Beginning with the summit of the Allegheny Mountains at the line between Pennsylvania and Maryland; thence along the summit of said mountains southwest to the Grant County line; thence along the west line of said county to Pendleton County; thence along the west line of said county to the Virginia State line; thence along the State line to the Kentucky State line; thence north to the Ohio River; thence with said river to the Pennsylvania State line; thence east on said line to the place of beginning.

WHITE RIVER.

34. White River Conference consists of all the territory in the State of Indiana lying between Indiana Conference and St. Joseph Conference, as defined under those heads.

WISCONSIN.

35. Wisconsin Conference embraces all the State of Wisconsin.

ENABLING ACTS.

By virtue of enabling acts the General Conference authorized the following changes subject to the approval of the conferences concerned:

1. The Lower Wabash and the Northern Illinois conferences to form a State-wide conference to be known as the Illinois Conference.

2. Indiana and White River conferences to unite into one conference.

3. That Arkansas be constituted a mission district when the work grows to three organized fields.

Article II.—Foreign Conferences.

CHINA.

The China Foreign Mission Conference embraces the territory occupied by the United Brethren missions in Southern China, with Canton as headquarters.

JAPAN.

The Japan Foreign Mission Conference embraces the territory occupied by the United Brethren missions in central portion of Japan, with Tokyo as headquarters.

PHILIPPINES.

The Philippine Foreign Mission Conference embraces the territory occupied by the United Brethren missions in Union Province and portions of adjacent sub-provinces, Philippine Islands.

PORTO RICO.

The Porto Rico Foreign Mission Conference embraces the territory occupied by the United Brethren Church in the Ponce District, Porto Rico.

WEST AFRICA.

The West Africa Foreign Mission Conference embraces the territory occupied by the United Brethren missions in Sierra Leone, West Africa.

PART VII

Formulas and Forms

CHAPTER XXXI.

FORMULAS.

SECTION I.

RECEPTION OF MEMBERS.

When at any meeting there are persons who desire to unite with the Church, the officiating minister shall call the applicants forward and address them as follows:

DEAR FRIENDS: Inasmuch as you present yourselves for admission into the Church of the United Brethren in Christ we rejoice with you that through the grace of God you have been brought to a knowledge of the truth and have been made partakers of his great salvation. The privileges you seek are above price, and the duties enjoined are solemn. It is proper that you publicly confess your faith and avow your purpose by answering the following questions:

Questions to applicants:

(1) Do you believe the Bible to be the Word of God, and that therein only is contained the knowledge of the way of salvation? If so, answer, "I do."

(2) Do you believe that Jesus Christ is the Son of God and do you accept him as your personal Savior? If so, answer, "I do."

(3) Are you determined by the grace of God to follow Christ, renouncing the world and all ungodliness, seeking to lead a life of holiness and devotion to God and his cause? If so, answer, "I am."

(4) Are you willing to be governed by our Church Discipline? If so, answer, "I am."

(5) Will you contribute to the support of the gospel as God prospers you? If so, answer, "I will."

(6) Have you been baptized?

[If the answer to this question be in the negative, then the applicant shall be instructed to attend to the duty as soon as practicable.]

If the persons answer the above questions in the affirmative, and no lawful objections be made by any member, then

the preacher shall give his right hand to such persons as members of our Church. Then the members of the Church will stand, and the minister will repeat the following covenant:

"Do you, the members of the Church of the United Brethren in Christ, enter into a covenant with this applicant [or these applicants] for membership, and promise to watch over, instruct, counsel, and cherish him [or her or them] with all long-suffering, gentleness, and love?"

The members will then answer, "By the grace of God we will." The hand of fellowship may be extended by the members. The preacher shall then register the names of the accepted members in the Church record.

Section II.

Baptism of Adults.

Our Lord commanded his apostles, saying, "Go ye therefore and teach all nations, baptizing them in the name of the Father, and of the Son, and of the Holy Spirit" (Matt. 28:19). On the day of Pentecost, the multitude, under the preaching of the word, "were pricked in the heart, and said unto Peter and to the rest of the apostles, Men and brethren, what shall we do? Then Peter said unto them, Repent, and be baptized every one of you in the name of Jesus Christ for the remission of sins, and ye shall receive the gift of the Holy Spirit" (Acts 2:37, 38).

"Then they that gladly received his word were baptized: and the same day there were added unto them about three thousand souls" (Acts 2:41).

Philip, the evangelist, went down to the city of Samaria, and preached Christ to the people. And "when they believed Philip preaching the things concerning the kingdom of God, and the name of Jesus Christ, they were baptized, both men and women" (Acts 8:12).

Dearly beloved, it has pleased God, in his infinite mercy, to awaken you to a sense of your guilt and danger, and to lead you, as we humbly trust, to repentance and faith in our Lord Jesus Christ. By presenting yourself for this holy sacrament, you declare your purpose to lead a new life, and to seek an inheritance with the righteous in the "house not made with hands, eternal in the heavens."

Do you now solemnly consecrate yourself to Christ and his service; and will you endeavor henceforth to keep God's

holy commandments and to walk in the same all the days of your life? If so, answer, "I will endeavor so to do, the Lord being my helper."

The minister shall then baptize the candidate, the service to be concluded with a short prayer and benediction.

SECTION III.

BAPTISM OF CHILDREN.

"And they brought young children to him, that he should touch them: and his disciples rebuked those that brought them. But when Jesus saw it, he was much displeased and said unto them, Suffer the little children to come unto me, and forbid them not: for of such is the kingdom of God. Verily I say unto you, whosoever shall not receive the kingdom of God as a little child, he shall not enter therein. And he took them up in his arms, put his hands upon them, and blessed them" (Mark 10: 13-16).

In presenting this child for baptism, you not only signify your faith in the Christian religion, (of which baptism is an ordinance,) but also your desire that he [or she] may early know and follow the will of God, may live and die a Christian, and attain unto everlasting life.

In order to do this, it will be your duty, as parents [or guardians] to teach him [or her] early the fear of the Lord; to watch over his [or her] education, that he [or she] be not led astray; to direct his [or her] youthful mind to the Holy Scriptures, and his [or her] feet to the sanctuary; to restrain him [or her] from evil associates and habits; and, as much as in you lies, to bring him [or her] up in the nurture and admonition of the Lord.

Will you endeavor so to do, by the help of God? If so, answer, "I will."

The minister shall then (baptize the child,) repeating the full name of the same, saying:

I baptize thee in the name of the Father, and of the Son, and of the Holy Spirit. Amen.

All to be followed by a short prayer by the minister.

SECTION IV.

HOLY COMMUNION.

"He is despised and rejected of men; a man of sorrows, and acquainted with grief: and we hid as it were our faces

from him; he was despised, and we esteemed him not. Surely he hath borne our griefs, and carried our sorrows: yet we did esteem him stricken, smitten of God, and afflicted. But he was wounded for our transgressions, he was bruised for our iniquities: the chastisement of our peace was upon him; and with his stripes we are healed" (Isa. 53:3-5).

"And when the hour was come, he sat down and the twelve apostles with him. And he said unto them, With desire I have desired to eat this passover with you before I suffer: for I say unto you, I will not any more eat thereof, until it be fulfilled in the kingdom of God. And he took the cup, and gave thanks, and said, Take this, and divide it among yourselves: for I say unto you, I will not drink of the fruit of the vine, until the kingdom of God shall come. And he took bread, and gave thanks, and brake it, and gave unto them, saying, This is my body which is given for you: this do in remembrance of me. Likewise also the cup after supper, saying, This cup is the new testament in my blood, which is shed for you" (Luke 22:14-20).

"For I have received of the Lord that which also I delivered unto you, that the Lord Jesus the same night in which he was betrayed took bread: and when he had given thanks, he brake it, and said, Take, eat: this is my body, which is broken for you: this do in remembrance of me. After the same manner also he took the cup, when he had supped, saying, This cup is the new testament in my blood: this do ye, as oft as ye drink it, in remembrance of me. For as often as ye eat this bread, and drink this cup, ye do shew the Lord's death till he come" (I. Cor 11:23-26).

As many of you as truly love our Lord Jesus Christ are now invited humbly to receive these elements in memory of the suffering and death of your Lord and Savior.

Singing.

Prayer.

Administration of the elements.

Section V.

Ordination of Elders.

On the day appointed for ordination services a suitable sermon shall be preached, whenever practicable. The officiating bishop (or elder, in the absence of a bishop) shall call, if they be present, one or more elders to assist him in the ceremonies of ordination.

After the names of the candidates have been read aloud, the bishop (or elder) shall address them as follows:

An elder "must be blameless, as the steward of God; not selfwilled, not soon angry, not given to wine, no striker, not given to filthy lucre; but a lover of hospitality, a lover of good men, sober, just, holy, temperate; holding fast the faithful word as he hath been taught, that he may be able by sound doctrine both to exhort and to convince the gainsayers" (Tit. 1:7-9).

Are you assured that you are inwardly moved by the Holy Ghost to take upon you the office of the ministry to serve God in the church of Christ to the honor and glory of his holy name? If so, answer, "I am, as I truly believe."

Do you believe the Holy Scriptures, Old and New Testaments? If so, answer, "I do believe them."

Will you apply due diligence to frame and fashion your life according to the doctrines of Christ, and to make yourself, as much as in you lies, a wholesome example to the flock of Christ? If so, answer, "I will, the Lord being my helper."

Will you loyally maintain the doctrines and polity of the Church of the United Brethren in Christ, and devote yourself with all possible zeal and faithfulness to the extension of the Master's kingdom in whatever field you may be assigned from time to time in the ministerial service? If so, answer, "I will endeavor, through the grace of God, to do so."

Prayer by the officiating bishop.

After the prayer the bishop and elders shall lay their hands upon the heads of each of them, and the bishop shall say:

Take thou authority to execute the office of an elder in the church of God, in the name of the Father, and of the Son, and of the Holy Spirit. Amen.

Hereupon the bishop (or elder) shall deliver to each of them the Holy Bible, saying:

Take thou authority to preach the Word of God, and to administer the ordinances in the church of Christ.

Prayer by the bishop or one of the elders.

After the prayer the bishop shall read Luke 12:35-38.

"Let your loins be girded about, and your lights burning; and ye yourselves like unto men that wait for their lord, when he will return from the wedding; that when he cometh and knocketh, they may open unto him immediately. Blessed are those servants whom the lord when he cometh

shall find watching; verily I say unto you, that he shall gird himself, and make them to sit down to meat, and will come forth and serve them. And if he shall come in the second watch, or come in the third watch, and find them so, blessed are those servants."

The following benediction is to be pronounced:

The peace of God keep your hearts and minds in the knowledge of Jesus Christ our Lord. Amen.

SECTION VI.

HOME MISSION CONSECRATION SERVICE.

DEARLY BELOVED: You have been appointed as missionary to ———— and are commissioned to carry the bread of eternal life to souls who will perish without it.

Listen to the Word of the Lord: "And it shall come to pass, that whosoever shall call on the name of the Lord shall be saved" (Acts 2:21). "How then shall they call on him in whom they have not believed? and how shall they believe in him of whom they have not heard? and how shall they hear without a preacher? and how shall they preach except they be sent?" (Rom. 10:14, 15).

The Home Missionary Society, under divine direction as we believe, is about to send you out to preach the living Word to perishing souls.

Question. Have you a deep, abiding love for souls, and an absorbing interest in their salvation? and have you felt especially called of God to this work? If so, answer, "I have, as I truly believe."

God's Word says: "But arise and stand up on thy feet: for I have appeared unto thee for this purpose, to make thee a minister and a witness both of these things which thou hast seen, and of those things in the which I will appear unto thee" (Acts 26:16). "Ye shall be witnesses unto me both in Jerusalem, and in all Judea, and in Samaria, and unto the uttermost part of the earth" (Acts 1:8). "To open their eyes, and to turn them from darkness to light, and from the power of Satan unto God, that they may receive forgiveness of sins, and inheritance among them which are sanctified by faith that is in me" (Acts 26:18).

Question. Are you willing to work under the direction of the Home Missionary Society of the United Brethren in Christ, devoting your time and energy to the work to which you are appointed? If so, answer, "I am, the Lord being my helper."

It is God's will "that repentance and remission of sins should be preached in his name among all nations, beginning at Jerusalem. And ye are witnesses of these things" (Luke 24:47, 48).

Question. Do you then publicly dedicate yourself to this work of God? If so, answer, "I do."

"Lo, I am with you always, even unto the end of the world."

PROVISIONAL PROGRAM.

(To be used in connection with above service.)

1. Song.
2. Scripture. II. Timothy 4:1-8.
3. Song.
4. Explanatory Remarks.
5. Remarks by Candidates.
6. Song.
7. Charge to Candidates.
8. Reading of Consecration Service.
9. Consecratory Prayer.
10. Song.
11. Benediction.

SECTION VII.

FOREIGN MISSION CONSECRATION SERVICE.

The representative of the Foreign Mission Board shall then address the candidates as follows:

"And Jesus came and spake unto them, saying, All power is given unto me in heaven and in earth. Go ye therefore, and teach all nations, baptizing them in the name of the Father, and of the Son, and of the Holy Ghost; teaching them to observe all things whatsoever I have commanded you: and, lo, I am with you alway, even unto the end of the world" (Matt. 28:18-20).

You have listened to the command which Christ gave to his first disciples and which constitutes his church a missionary church in all ages. You believe that this command applies to all followers of Christ to-day, and that it is incumbent upon them, in so far as may be possible, to devote their lives to the extension of his kingdom in the earth. Earnestly seeking to obey this command, you are convinced that it is your duty and privilege to engage in the service of Christ in a foreign land. You have heard the call of God sounding in the depths of your own soul, summoning you

to this high endeavor. You have found this call confirmed by the circumstances of your life and the judgment of the board of Foreign Missions. In recognition of these facts, and following, as we believe, the leadership of the Holy Spirit, we desire to set you apart to the work of a foreign missionary, to witness for Christ in non-Christian lands, and to bestow upon you the commission of the Foreign Missionary Society.

Question. Have you a deep love for souls, and a strong passion for their salvation, and have you felt especially called of God to missionary work? If so, answer, "I have, as I truly believe."

Question. Do you give yourself unreservedly to the work of Christ in the land to which you have been assigned, in humble reliance upon divine help, and do you make it the purpose of your life to walk with Christ as his missionary, faithful in word and deed, and in hearty co-operation with your fellow-workers, under the direction of this board? If so, answer, "I do."

I, then, by virtue of the authority bestowed upon me by the Foreign Missionary Society of the United Brethren in Christ, present you with this commission:

THE FOREIGN MISSIONARY SOCIETY OF THE UNITED BRETHREN IN CHRIST.

DAYTON OHIO, U. S. A.

To All to Whom This Shall Come, Christian Greetings.

This certifies that.....
is appointed a missionary of the gospel of Jesus Christ, our Lord, to ....., under the direction and regulations of the Foreign Missionary Society of the United Brethren in Christ, and is entitled to all the rights and privileges attaching to that office.

Given this.....day of....., 19....

.....
President of Board.

.....
Chairman of Executive Committee.

.....
General Secretary.

"Go ye into all the world and preach the gospel to every creature."

PROVISIONAL PROGRAM.

(To be used in connection with above service.)

1. Song.
2. Scripture lesson. Romans 10:12-15; Acts 26:16-20, and 13:47-49.
3. Prayer.
4. Song.
5. Introductory Words.
6. Remarks by the Candidates.
7. Song.
8. Charge to the Candidates.
9. Consecration Service.
10. Prayer of Consecration.
11. Song.
12. Benediction.

SECTION VIII.

CONSECRATION OF A DEACONESS.

After a suitable introductory service has been held, the officiating bishop (or elder, in the absence of the bishop) may call other elders, if they be present, to assist in the consecration service.

To be read by the officiating bishop:

In response to the will of God, who called Phoebe and Dorcas into the services of the church, you present yourself for ordination to the office of deaconess in the Church of the United Brethren in Christ. The work of a deaconess is a high and holy calling, requiring unselfish and sacrificial labor. Like our gracious Master, you are to go about doing good, ministering to the wants of a suffering, sorrowing, and sin-laden world. You are to minister to the poor, visit the sick, pray with the dying, care for the orphan, seek the wandering, comfort the sorrowing, and save the sinning. Such service confers a high honor, but also lays upon you a great responsibility. The church now solemnly sets you apart for this special service.

The following questions should be asked:

Do you believe that you have been led by the Holy Spirit to assume the duties of a deaconess in the church? If so, answer, "I do."

Do you, in the presence of God and of this congregation, promise faithfully to perform the duties of a deaconess? If so, answer, "I do."

Do you fully accept the Holy Scriptures as the Word of God? If so, answer, "I do."

Will you accept the direction of those whom the Church may set over you in the prosecution of your work? If so, answer, "I will."

Prayer of consecration, the candidate kneeling.

After the prayer, the consecrator shall place his right hand on the head of the candidate and shall say:

Take thou authority to perform the duties of a deaconess in the church of God, in the name of the Father, and of the Son, and of the Holy Spirit. Amen.

Delivery of certificate, deaconess standing.

Song, "Take my life and let it be," or other suitable song.

Benedictory prayer.

Section IX.

LAYING CORNER-STONE.

The following order of service may be observed:

1. *Singing.*
2. *Reading of Scripture.* (Ps. 132; I. Cor. 3: 8-23.)
3. *Prayer.*
4. *Singing.*
5. *Sermon or address.*
6. *Collection.*
7. *Laying of stone.*

The minister, standing by the stone, shall exhibit the box to be deposited, and read the list of contents. Then the minister, assisted by the builder, shall deposit the box and adjust the stone to its resting place. This done the officiating minister shall say:

Beloved: In ancient time God commanded his servant Moses to set up the tabernacle in the wilderness, and bestowed his blessing upon Solomon, the king, in erecting the temple in Jerusalem, whither the tribes came up to worship. In like manner he has moved your hearts to erect a sanctuary, where, in years to come, his people may assemble for prayer and praise. As this corner-stone is placed in position, the stone upon which this temple shall rest, may our own lives be built more securely upon Jesus Christ, the chief corner-stone.

In repeating the following sentence the minister shall strike the stone after the words "Father," "Son," and "Holy Spirit," the trustees and other church officials responding

"Amen" after every stroke. Trustees and officials shall join the minister in the final "Amen and Amen."

In the name of the Father, and of the Son, and of the Holy Spirit, we lay this corner-stone in the foundation of a house to be erected and dedicated for the worship of God, wherein his word shall be preached and his worship maintained. Amen and Amen.

8. *Doxology.*
9. *Benediction by the pastor.*

Section X.

CHURCH DEDICATION.

The following order of service may be used:

1. *Scripture Reading.* (Ps. 84; or, Isa. 62 and Ps. 122.)
2. *Singing.*
3. *Prayer.*
4. *Singing.*
5. *Sermon.*
6. *Offering.*
7. *Singing.*
8. *Scripture reading, with congregation standing.*

"But will God indeed dwell on the earth? behold, the heaven, and heaven of heavens, cannot contain thee; how much less this house that I have builded? Yet have thou respect unto the prayer of thy servant, and to his supplication, O Lord my God, to hearken unto the cry and unto the prayer which thy servant prayeth before thee to-day: that thine eyes may be opened toward this house night and day, even toward the place of which thou hast said, My name shall be there: that thou mayest hearken unto the prayer which thy servant shall make toward this place. And hearken thou to the supplication of thy servant, and of thy people Israel, when they shall pray toward this place: and hear thou in heaven thy dwelling place: and when thou hearest, forgive."

"For the Lord hath chosen Zion; he hath desired it for his habitation. This is my rest forever: here will I dwell; for I have desired it. I will abundantly bless her provision; I will satisfy her poor with bread. I will also clothe her priests with salvation: and her saints shall shout aloud for joy" (Ps. 132: 13-16).

"Now, my God, let, I beseech thee, thine eyes be open, and let thine ears be attent unto the prayer that is made in this place. Now therefore arise, O Lord God, into thy

resting place, thou, and the ark of thy strength: let thy priests, O Lord God, be clothed with salvation, and let thy saints rejoice in goodness" (II. Chr. 6:40, 41).

"Blessed be the Lord God of Israel from everlasting to everlasting: and let all the people say, Amen. Praise ye the Lord" (Ps. 106:48).

Address to the trustees at the dedication of a church, the trustees standing in front of the altar.

BRETHREN: You have been selected by the church to hold the honorable and responsible place of trustees of this house of worship, to be dedicated to the service of Almighty God. In this office you represent the church, and will act on its behalf and for its welfare, but in no sense forget the interests of the community which are identified with the house of God.

The house of God is sacred; it is God's holy temple, where he is to be worshiped in the beauty of holiness and love: therefore, do nothing in vainglory, but by love serve one another. Nothing should enter this sacred place that will defile the temple of God; but at the same time let it ever be remembered that all works of justice, of mercy, of love, of helpfulness of whatsoever kind are proper in the house of God.

By your official relation you are vitally interested in this temple. Protect it at all times; preserve it for constant service; improve it as needs arise. As assistants of the pastor, help him to make this a holy place. As representatives of the church in the community, win men to it, and through it to the Lord Jesus Christ.

In the name of the Holy Trinity I now give this key to the president of the board as the symbol of your authority, to hold this property in trust for God and the Church of the United Brethren in Christ. I pray that Christian faith and hope and love may dwell in your hearts, and that the Holy Spirit may be your guide and comforter.

10. *Dedicatory Prayer.*

And now, Lord God of our fathers, we give this house to thee. As thy people have builded it for thy worship and glory, we pray that thou wilt accept it in the name of thy Son our Savior, and manifest thyself approvingly to all who have given to this work a sincere desire to honor thee and to save men. As thou didst dwell in the temple at Jerusalem, so make this thy resting place. Show forth thy power and glory here from time to time in the salvation of

sinners, and in the edification of thy people. When thy servants preach the word in this house, be thou in them, and accompany the truth by thy Holy Spirit, to the hearts of all who shall hear. And when thy people meet in this place for prayer and praise, reveal thyself graciously to their faith, and vouchsafe unto them the joys of thy great salvation. Preserve this house, we beseech thee, from fire and storm, and make it a very great blessing to as many as shall worship before thine altar. May the people remember that this is thy house—the place where thy honor dwelleth—and approach it with reverence and gladness. And not only accept this house, but accept also our hearts as we dedicate them anew to thee. Cleanse them and make them fit temples for the indwelling of thy Spirit. Accept, we pray thee, all we bring in this hour of consecration, sealing it with thine own approval. And at last gather us all into that eternal temple not made with hands, and thy name, O God the Father ["*Amen,*" *responded by trustees*], and thy name, O Christ the Son ["*Amen,*" *responded by trustees,*] and thy name, O Holy Spirit ["*Amen,*" *responded by trustees*], shall have all the praise evermore. Amen and Amen [*repeated together by officiating minister and trustees*]. Let all the people say, Amen ["*Amen,*" *responded by the people*].

11. *Doxology.*
12. *Benediction by the pastor.*

Section XI.

Parsonage Dedication.

The following order of service may be used:

1. *Scripture Reading.*
2. *Singing.*
3. *Prayer.*
4. *Singing.*
5. *Sermon.*
6. *Offering.*
7. *Singing.*
8. *Scripture reading with congregation standing.*

It pleased God in ancient times when he gave his chosen people a sanctuary modeled and dedicated after his own counsel, to provide a ministry of service that the fires might be kept burning and that his name might be honored throughout the generations.

God also set apart a certain tribe and a certain family, distinctly chosen to perpetuate in purity the service of his sanctuary.

This tribe and family were provided with material support and homes were set apart for them.

Our Savior also provided a ministry to perpetuate his word and fill the world with the gospel of the kingdom. He likewise made provision for their support saying: "They which preach the gospel should live of the gospel." In accordance with this provision our parsonages are dedicated to God as property of the Church, thus providing homes for those who proclaim the will of God to the people and preach the gospel of salvation to the multitudes.

This house has been built by the offerings of the people, and we now bring it as an offering unto God, in the name of the Father, and of the Son, and of the Holy Spirit.

9. Address to the trustees.

BRETHREN: You have been selected by the church to hold the honorable and responsible place of trustees of this house, to be dedicated to the service of Almighty God. In this office you represent the church, and will act on its behalf and for its welfare, but in no sense forget the interests of the community which are identified with this house.

It is your duty to protect, preserve, and repair this building, and improve these grounds as occasion may arise.

In the name of the Holy Trinity I now give this key to the president of the board as the symbol of your authority, to hold this property in trust for God and for the Church of the United Brethren in Christ. I pray that Christian faith and hope and love may dwell in your hearts, and that the Holy Spirit may be your guide and comforter.

10. Dedicatory prayer.

And now, Lord God of our Fathers, we give this house to thee. As thy people have builded it to thy glory, we pray that thou wilt accept it in the name of thy Son, our Savior, and manifest thyself approvingly to all that have given to this work with a sincere desire to honor thee. Show forth thy power and glory in the salvation of souls and in the edification of thy people. When thy servants preach the word be thou in them, and accompany the truth by thy Holy Spirit to the hearts of all that shall hear. Preserve this house, we beseech thee, from fire and storm, and make it a very great blessing. And not only accept this house but accept also our hearts as we dedicate them anew to thee. Cleanse them and make them fit temples for the indwelling of thy Spirit. Accept, we pray thee, all we bring in this

hour of consecration, sealing it with thine own approval. And at last gather us all into that eternal temple not made with hands, and thy name, O God the Father [*"Amen," responded by trustees*], and thy name, O Christ the Son [*"Amen," responded by trustees*], and thy name, O Holy Spirit [*"Amen," responded by trustees*], shall have all the praise ever more. Amen and Amen [*repeated together by officiating minister and trustees*].

11. Doxology.

12. Benediction by the pastor.

Section XII.

MARRIAGE CEREMONY.

The minister shall say:

We are gathered together in the sight of God in the presence of these witnesses, to join together N. and M. as husband and wife. The institution of marriage is coeval with the family of man. God saw that it was not good for man to be alone even in paradise and formed and gave to him woman, that she might be a "help meet for him." This union, like that of the body and soul, is only to be severed by the hand of death.

Here the minister may say:

If any person knows any just cause or impediment why these persons should not be joined in marriage, let the same now speak or forever keep silent.

No impediment being alleged, the minister, addressing the persons to be married shall further say:

Deeming it sufficient to refer you to the Holy Scriptures concerning the duties you will owe henceforth to each other, I will receive your mutual plighted faith, and seal your marriage vows.

To the man:

Will you have this woman to be your wedded wife, to live with her after God's ordinance; will you love, honor, comfort, and cherish her, in sickness and in health, in prosperity and adversity, and forsaking all others, keep yourself to her only, so long as you both shall live? If so, answer, "I will."

To the woman:

Will you have this man to be your wedded husband, to live with him after God's ordinance; will you love, honor, comfort, and cherish him, in health and in sickness, in prosperity and adversity, and forsaking all others, keep yourself unto him only, so long as you both shall live? If so, answer, "I will."

The minister shall then join their right hands, and placing his right hand upon theirs, shall say:

Those whom God hath joined together, let no man put asunder. Inasmuch as you have consented together in marriage, and have declared the same before God and in the presence of these witnesses, I pronounce you husband and wife, in the name of the Father, and of the Son, and of the Holy Spirit. Amen.

The minister may then offer a brief prayer, to be followed by this benediction:

May God, the gracious Father, bless, preserve, and keep you; the Lord, mercifully, with his favor, look upon you, and fill you with all spiritual blessings and grace, that you may so live together in this life that in the world to come you may have everlasting life. Amen.

Section XIII.

Marriage Ceremony with Ring.

The minister shall say:

Dearly beloved, we are here in the sight of God, and in the presence of these witnesses, to unite together these two persons in holy marriage. They have passed satisfactorily the tests and requirements of the family, of the state, and of the church, and now stand unchallenged in this presence to be admitted into the holy state commanded by the Word of God, to be had in honor among all men.

It is becoming that this marriage relation be entered into discreetly, reverently, advisedly, soberly, and in the fear of God. I, therefore, a minister of the blessed gospel, entreat you both to seek the help of God in this moment and in all your privileges and duties, that his love and grace may make your union fruitful of comfort and usefulness, and a furtherance of your salvation and everlasting life.

To the man:

Do you take this woman before God and these witnesses to be your wife? If so, answer, "I do."

Do you promise to love and honor her, defend, support, and comfort her, in joy and in sorrow, in health and in sickness, in prosperity and adversity? If so, answer, "I do."

Will you be faithful to her in all things, and endeavor to be a good husband to her so long as you both shall live? If so, answer, "I will."

To the woman:

Do you take this man, before God and these witnesses, to be your husband? If so, answer, "I do."

Do you promise to love, honor, and comfort him, in joy and in sorrow, in health and in sickness, in prosperity and adversity? If so, answer, "I do."

Will you be faithful to him in all things, and endeavor to be a good wife to him so long as you both shall live? If so, answer, "I will."

What token and pledge do you offer that you will faithfully perform these covenant vows?

The man shows the ring, holding it in his right hand, and answers:

This ring.

The minister shall say to the woman:

Do you accept this ring in token of the same covenant upon your part? If so; answer, "I do."

Then the man, the minister guiding his right hand, shall place the ring on the third finger of her left hand, and the minister shall say:

Let us pray.

He may offer an extempore prayer, or use the following:

Our Father, which art in heaven, thou hast recorded the promises of these thy servants now made to each other. We entreat thee to unite their hearts and lives in the bond of a true and abiding affection, that they may share all the blessings of a happy marriage. May their lives be preserved from evil, and their love know no doubt, but grow in purity and sweetness with the number of their years. Bestow upon them the Holy Spirit and true heavenly wisdom, that they may be preserved from all things which have a tendency to diminish the happiness of this holy estate. Enable them by thy grace to live together according to thy holy will, and may they at last enter into eternal life and fellowship with thy saints in the kingdom of Jesus Christ our Lord. Amen.

Then shall the minister request them to join their right hands; the minister, laying his right hand upon theirs, shall say to them:

Inasmuch as you have covenanted together in these sacred bonds, and have witnessed the same by this token, I pronounce you husband and wife, in the name of the Father, and of the Son, and of the Holy Spirit. Amen.

What therefore God hath joined together let no man put asunder.

"The Lord bless thee, and keep thee: the Lord make his face shine upon thee, and be gracious unto thee: the Lord lift up his countenance upon thee, and give thee peace." Amen.

Section XIV.

BURIAL OF THE DEAD.

After the casket is lowered into the grave, the minister shall repeat the following:

"Man that is born of a woman is of few days and full of trouble. He cometh forth like a flower, and is cut down: he fleeth also as a shadow, and continueth not." "Lord, make me to know mine end, and the measure of my days, what it is; that I may know how frail I am."

In the midst of life we are in death; unto whom should we seek for succor but unto thee, O Lord, who for our sins art justly displeased? Our hope is in thy Son Jesus Christ, who hath said, "I am the resurrection and the life: he that believeth in me, though he were dead, yet shall he live: and whosoever liveth and believeth in me shall never die." "For we know that if our earthly house of this tabernacle were dissolved, we have a building of God, an house not made with hands, eternal in the heavens."

"And I heard a voice from heaven, saying unto me, Write, Blessed are the dead which die in the Lord from henceforth: Yea, saith the Spirit, that they may rest from their labors; and their works do follow them."

"There shall be no more death, neither sorrow, nor crying, neither shall there be any more pain: for the former things are passed away."

Inasmuch as the soul of our brother [or sister] has passed out of time into eternity, we commit his [or her] body to the ground, earth to earth, ashes to ashes, dust to dust, in the confident hope of the resurrection of the just through our Lord Jesus Christ.

Benediction.

Section XV.

LORD'S PRAYER—APOSTLES' CREED.

In case the Apostles' Creed or Lord's Prayer be used in any of our services, the following forms may be used:

The Lord's Prayer.

Our Father which art in heaven, Hallowed be thy name. Thy kingdom come. Thy will be done on earth, as it is in heaven. Give us this day our daily bread. And forgive us our debts, as we forgive our debtors. And lead us not into temptation, but deliver us from evil: For thine is the kingdom, and the power, and the glory, for ever. Amen.

The Apostles' Creed.

I believe in God, the Father Almighty, maker of heaven and earth; and in Jesus Christ, his only Son, our Lord; who was conceived by the Holy Spirit; born of the Virgin Mary; suffered under Pontius Pilate; was crucified, dead, and buried; he descended into hades. The third day he arose from the dead; he ascended into heaven, and sitteth on the right hand of God the Father Almighty; from thence he shall come to judge the quick and the dead. I believe in the Holy Spirit, the holy catholic church; the communion of saints; and the life everlasting. Amen.

CHAPTER XXXII.

FORMS.

SECTION I.

CERTIFICATES.

1. Certificate of Transfer of Member.

This is to certify that ..... is an acceptable member of the Church of the United Brethren in Christ at ....., in ..... Conference, and is hereby transferred to the church at ....., in..... Conference.

.....Pastor

Date.....

NOTE.—This is not a letter of dismissal from our Church, and it does not terminate the connection of the member with the local church which grants the transfer until it is deposited with another church. This certificate is void after eighteen months from date.

Return Certificate.

This is to certify that on ....., 19..... .....was received into the fellowship of the Church of the United Brethren in Christ at ....., in..... Conference, from the church at .....

.....Pastor

Please fill out and return to.....

(The pastor who issues a certificate of transfer shall notify the pastor of the charge to which the member removes, and the pastor who receives a member on such certificate shall notify the church granting it. Chapter IV., Section VI. Pastor who issues certificate should fill out last blank on return certificate.)

2. Certificate of Recommendation.

This is to certify that ..... is a member in good standing of the Church of the United Brethren in Christ, at ....., and is hereby recommended to the confidence and fellowship of Christians everywhere.

.....Pastor.

Date .....

3. Certificate of Withdrawal.

This is to certify that ..... has been until this date a member of the Church of the United Brethren in Christ, at ....., and is granted this letter of withdrawal from the Church by a vote of the class.

.....Pastor.

Date .....

Section II.

LICENSES.

4. License for Quarterly-Conference Preacher.

This is to certify that ——— is an approved preacher of the gospel in the Church of the United Brethren in Christ, as long as his conduct and doctrine are conformable with the gospel of Christ, as held by this Church. Given at a quarterly conference, held on ——— charge, ——— annual conference, this——— day of ——— in the year of our Lord ———. Void unless renewed annually.

.....Conf. Supt.

Date.....

5. Permanent License for Quarterly-Conference Preacher.

This is to certify that ——— has completed the course of reading required, and is hereby granted a permanent license as a quarterly-conference preacher by ——— charge, ——— annual conference, in the Church of the United Brethren in Christ.

.....Conf. Supt.

Date.....

6. Annual-Conference Preacher's License.

This is to certify that ——— is an approved preacher of the gospel in the Church of the United Brethren in Christ, as long as his conduct and doctrine are conformable with the gospel of Christ. Given at the ——— annual confer-

ence, held in ———, this ——— day of ——— in the year of our Lord, ———. Signed in behalf of said conference.

.....Bishop.

Date.....

7. Elder's License.

This is to certify that ——— is an approved preacher of the gospel in the Church of the United Brethren in Christ, as long as his conduct and doctrine are conformable with the gospel of Christ, and has been ordained to the office of elder by the laying on of hands.

Given at the ——— annual conference, held in ——— this ——— day of———, in the year of our Lord ———.

Signed and sealed in behalf of said conference.

.....Bishop.

Date.....

8. Transfer of Preacher.

This is to certify that ——— is a ——— of the Church of the United Brethren in Christ, of ——— Conference, and is hereby transferred to ——— Conference of said Church.

.....Bishop.

Date.....

9. Deaconess' Certificate.

This is to certify that ——— is an approved deaconess in the Church of the United Brethren in Christ.

Authorized by the ——— quarterly conference of ——— charge, ——— annual conference.

.....Conf. Supt.

.....Secretary.

Date.....

10. Deaconess' Certificate of Consecration.

This is to certify that ——— is an approved deaconess in the Church of the United Brethren in Christ, as long as her conduct and doctrine are conformable with the gospel of Christ and with the government of the Church, and has been consecrated to the office of deaconess by the laying on of hands at ———, this ——— day of ———, in the year of our Lord ———.

[Signed].....Bishop.

Section III.

BEQUESTS.

11. The Missionary Societies.

I give and bequeath to the ——— Missionary Society of the United Brethren in Christ, organized by the General Conference of said Church, May 20, 1853, and incorporated in Butler County, Ohio, September 23, 1854, and reorganized by the General Conference at Topeka, Kansas, May, 1905, the sum of ——— dollars; and the receipt of the treasurer of the society shall be a sufficient discharge thereof to my executors and administrators.

[Name].....

12. The Church Erection Society.

I bequeath to the Church Erection Society of the United Brethren in Christ the sum of ——— dollars, to be invested according to the constitution of this society.

[Name].....

13. Women's Missionary Association.

I give, devise, and bequeath to the Women's Missionary Association of the United Brethren in Christ, the sum of ——— dollars, to be applied to the purposes set forth in the Articles of Incorporation adopted March 28, 1890.

[Name].....

14. Church Trustees.

I give, devise, and bequeath to the Trustees of the United Brethren in Christ, an incorporation located at Dayton, Ohio, for the Church of the United Brethren in Christ.——— dollars, to be applied as follows:

(Here state precisely the purpose for which the bequest is made, or say, "To be used at the discretion of said trustees to promote the cause of Christianity in said Church.")

[Name].....

15. Bonebrake Theological Seminary.

I give and bequeath to the Bonebrake Theological Seminary of the United Brethren in Christ, located at Dayton, Ohio, authorized by the General Conference of said Church in Lebanon, Pennsylvania, May 2, 1869, and incorporated according to the laws of Ohio, the sum of ——— dollars; and the receipt of the business manager shall be a sufficient discharge thereof to my executors.

[Name].....

Section IV.

REPORTS.

16. Pastor's Report to the Quarterly Conference.

QUARTERLY REPORT.

.....Annual Conference, United Brethren in Christ.

.....District .....{ Station Circuit .....Missions .....Quarter .....19..	CLASSES OR FIELDS OF LABOR.									
	Salem	Bethel	Shiloh	Union	Liberty	Zion	Fairview	Carmel	Etc.	Totals
No. appointments ...	...	...	...	...	...	...	...	...	...	...
No. members at beginning	...	...	...	...	...	...	...	...	...	...
No. members received	...	...	...	...	...	...	...	...	...	...
No. members lost....	...	...	...	...	...	...	...	...	...	...
No. members at present	...	...	...	...	...	...	...	...	...	...
No. baptisms	...	...	...	...	...	...	...	...	...	...
Discourses preached.	...	...	...	...	...	...	...	...	...	...
Pastoral visits	...	...	...	...	...	...	...	...	...	...
Class meetings held.	...	...	...	...	...	...	...	...	...	...
Telescopes	...	...	...	...	...	...	...	...	...	...
Watchwords	...	...	...	...	...	...	...	...	...	...
Evangels	...	...	...	...	...	...	...	...	...	...
No. Sunday schools .	...	...	...	...	...	...	...	...	...	...
No. in Home Dept. .	...	...	...	...	...	...	...	...	...	...
No. on Cradle Roll .	...	...	...	...	...	...	...	...	...	...
No. in Adult Bible Classes	...	...	...	...	...	...	...	...	...	...
No. in entire schools	...	...	...	...	...	...	...	...	...	...
No. Young People's Societies	...	...	...	...	...	...	...	...	...	...
No. Junior Young People's Societies .	...	...	...	...	...	...	...	...	...	...
No. Women's Aid Societies	...	...	...	...	...	...	...	...	...	...
No. W. M. A. (local)	...	...	...	...	...	...	...	...	...	...
No. in Home Mission Study Classes	...	...	...	...	...	...	...	...	...	...
No. in Foreign Mission Study Classes.	...	...	...	...	...	...	...	...	...	...
Collected for Pastor's Salary	...	...	...	...	...	...	...	...	...	...
Collected for Conf. Supt.'s Salary	...	...	...	...	...	...	...	...	...	...
Collected for Special Budget	...	...	...	...	...	...	...	...	...	...
Offerings for	...	...	...	...	...	...	...	...	...	...
Offerings for	...	...	...	...	...	...	...	...	...	...

Remarks .....

.....Pastor.

17. *Pastor's Quarterly Report to the Conference Superintendent and Conference Treasurer.*

Reports for the council of administration are due as follows:

First report .....
Second report .....
Third report .....
Fourth report .....

Final report to the conference superintendent fifteen days before the convening of the annual conference.

Do not fail to get all reports in on time. Hang up this pad beside your writing desk.

Pastor's Quarterly Report to the Conference Superintendent and Council of Administration.

Name of charge.....
Name of pastor.....
Salary this year $..... Last year..... Benevolence budget.....

	1st Quar.	2nd Quar.	3rd Quar.	4th Quar.	Total
Sermons preached					
Pastoral calls					
Pledged on local budget					
Salary paid					
Pledged on benevolence budget					
Paid on benevolence budget					
Church repairs					
Parsonage repairs					
Orphanage and Home					
Telescope subscriptions					
Sunday-school enrollment					
Number organized classes					
Christian Endeavor enrollment					
Int. and Jr. C. E. enrollment					
W. M. A. societies					
Chapters Otterbein Guild					
Women's Aid Societies					
Conversions					
Accessions					
Present membership					

Note—Report only money sent to conference treasurer. In filling out each quarter, be sure to fill in the report for the preceding quarter.

Report to Conference Treasurer.

.....19..

Mr. .....Conference Treasurer.

Dear Brother:

Enclosed find P. O. order, draft, or check from.....
.....station or circuit, which you will credit as follows:

For benevolence budget.....$.....
For conference budget.....$.....
Specials (not to be counted on budget).....$.....
For note held by.....society.....
against .....$.....
For Orphanage and Home.....$.....
For conference minutes.....$.....
For .....$.....
For .....$.....
For .....$.....

.....Pastor

Street .....

Post Office.....

NOTE.—Report on this blank only the amount you remit. Write any explanation on the back of this blank.

18. Sunday-School Superintendent's Report.

.....Sunday School

.....Quarter

.....[Date]

1. Number of officers and teachers.....
2. Number of scholars enrolled.....
   - (a) Cradle Roll .....
   - (b) Beginners' Department .....
   - (c) Primary Department .....
   - (d) Junior Department .....
   - (e) Intermediate Department.....
   - (f) Senior Department.....
   - (g) Adult Department .....
   - (h) Home Department .....
   - (i) Training Department .....

   Total .....
3. Average attendance .....
4. Number of organized classes.....
5. Watchword .....
6. The Boys' Friend.....

7. The Girls' Friend.....
8. Our Little Folks.....
9. Otterbein Teacher .....
10. Otterbein Home Department Quarterly.....
11. Otterbein Adult Quarterly.....
12. Otterbein Young People's Quarterly.....
13. Otterbein Intermediate and Senior Quarterlies.....
14. Otterbein Junior Quarterly.....
15. Otterbein Primary Quarterly.....
16. Otterbein Bible Lesson Leaves.....
17. Bible Pictures for Our Little Ones.....
18. Amount of offering.....
19. Expenses of the quarter.....
20. Contributions for local budget.....
21. " " benevolence budget .....
22. Remarks. .....

.....Superintendent.

19. Report of President of Young People's Society.

.....Class, ...Quarter.

.....[Date.]

1. Number of members at beginning of quarter:
   Active..... Associate.....
   Honorary.....
2. Members received .....
3. Members lost .....
4. Present membership .....
5. Number associate members converted.....
6. Number meetings held .....
7. Number Watchwords taken.....
8. Funds collected .....
9. For what purposes .....
10. Remarks .....

.....President.

20. Class-Leader's Report.

.....Class .....Quarter

.....[Date.]

1. Number of members.....
2. Number of meetings held .....
3. Average attendance .....
4. Number of sick and delinquent members visited.....

.....Class-leader.

21. Class-Steward's Report.

.....Class, ...Quarter.

.....[Date.]

1. Apportionment for year.....
2. Amount due at end of quarter .....
3. Amount paid .....
4. Deficit .....
5. Surplus .....

.....Steward.

22. Pastor's Annual Report.

(According to form submitted by board of bishops.)

23. Conference Superintendent's Quarterly Report to Bishop.

(According to form provided by the bishop.)

24. Financial Secretary's Report.

Report of .....Financial Secretary
To.....Quarterly Conference of
..... Church
..... Annual Conference
United Brethren in Christ.

.....191...

Amount Due to Date.....
Received from

1. ....
2. ....
3. ....
4. ....
5. ....
6. ....
7. ....
8. ....

Total Receipts - - .....

Shortage .....
or
Excess .....

25. Annual Report of Treasurer of Board of Church or Parsonage Trustees.

		Dols.	Cts.
1.	*Receipts.*		
	(1) By subscriptions		
	(2) By donations		
	(3) Interest		
	(4) Collections		
	(5) Rents		
	Total Receipts		
2.	*Disbursements.*	*Dols.*	*Cts.*
	(1) Erection of —— Church at ——		
	(2) Paid on debt—		
	(a) Principal		
	(b) Interest		
	(3) Paid for repairs		
	(4) For improvements		
	Total disbursements		
3.	*Indebtedness.*	*Dols.*	*Cts.*
	(1) Principal		
	(2) Interest		
	(3) Bills unpaid		
	Total indebtedness		

4. Number of Meetings held .....
5. Remarks .....

.....Treasurer.

Section V.

CONTRIBUTION CARDS.

26. For the Support of Our Local Church.

The sum necessary to meet the current expenses of our local church this year, including the pastor's salary, will be $.....

To help meet these expenses I desire to contribute the weekly amount under which I mark X in the space below.

Amount Weekly for Local Expense.

$10.00	5.00	2.00	1.00	.75	.50	.35	.25	.15	.10	.05

Name ..... Date.....

Address.....

NOTE.—All subscriptions are calculated on the weekly basis in accordance with I. Cor. 16 : 2. However, if desired, the payments of this subscription may be made monthly, quarterly, or in cash early in the year.

27. Benevolence.

Our churches should introduce a weekly system of giving for benevolences as well as for their local needs, and when a congregation introduces such a system it should be relieved from special appeals for purposes provided for in the weekly system. As a suggestive form of pledge for securing the benevolences, the following is proposed:

The United Brethren in Christ; To Preach the Gospel to Others at Home and Abroad.

Our church desires to raise this year,—

For the benevolence budget, $..... which includes the amounts for bishop's support, home missions, foreign missions, church erection, Sunday school and Young People's work, Board of Education, and Bonebrake Seminary; and,—

For the annual conference budget, $..... which includes the amounts for conference superintendent, conference church extension, colleges, and other interests specified by the annual conference.

I will give the weekly amount under which I mark X in the space below, for the above-named objects:

Weekly Amount for All Benevolences.

$10.00	5.00	2.00	1.00	.75	.50	.35	.25	.15	.10	.05

Name ..... Date.....

Address.....

NOTE.—If so directed by the annual conference, the salary of the conference superintendent may be included in the local budget. All subscriptions are calculated on the weekly basis in accordance with I. Cor. 16: 2. However, if desired, the payments may be made monthly, quarterly, or in cash early in the year. Our Lord and Master will be pleased to have every member of his Church, including the children, contribute to send his gospel to others.

PART VIII

Special Legislation, 1917-1921

The Four-Year Program.

It is evident that no church or denomination can achieve its best success unless it presents to its constituency a positive and comprehensive program that includes related tasks and united effort. The need of the hour for our denomination is a sane, well-defined, aggressive, and constructive program of advance, that will call out our large resources and challenge the united efforts of our boards, institutions, annual conferences, and local churches for the advancement of the kingdom of God.

The key words for such a program are a devotional atmosphere, an evangelistic passion, an educational ideal, a missionary spirit, efficient leadership, the stewardship of life and wealth, and co-operative effort under the leadership of the Holy Spirit.

Recognizing the abundant resources of God and the needs of the world in this decisive hour, we propose a four-year program of earnest endeavor to attain our reasonable ideals for an efficient Church.

The Aim.

The aim of this four-year program is to meet the challenging opportunities before our denomination at home and abroad, as we pass the one-hundredth anniversary of our first General Conference and begin a new century of organized Church life.

This is to be realized through the vitalization of our church membership, and by leading our forces into such a courageous advance in evangelism, education, missions, and individual activities as shall arrest attention and secure the largest growth and efficiency of every department of our local churches, and so strengthen our departmental work and institutions as to greatly intensify our united influence upon America and the world.

Goals.

1. The entire membership of every local church spiritually quickened, organized, and enlisted in various forms of

service; through prayer and personal effort winning 150,000 to Christ and adding 100,000 to the Church at home and abroad, and increasing by twenty-five per cent. the enrollment of our Sunday schools and Christian Endeavor societies.

2. Our institutions of learning, at home and abroad, enriched and strengthened as training agencies for Christian service through an increase of 2,000 students, 500 additional trained ministers, missionaries, and educational leaders, and $2,000,000 in new funds for better equipment, endowment, scholarships, and aid to men and women entering upon the ministry or missionary work.

3. For missions, home and foreign, and church erection, Board of Education, and seminary, Sunday schools, Christian Endeavor, conference extension, orphanages and homes, and other benevolences beyond the bounds of the local church, the sum of $750,000 for the first year, $800,000 for the second year, $900,000 for the third year, and $1,000,000 for the fourth year, in cash or its equivalent.

Methods and Agencies.

1. Personal devotional study of the Word of God for the deepening of the spiritual life; evangelism, personal or pastoral, lay or vocational; every soul won set to work immediately in winning others.

2. The strongest emphasis on the call of God for life service in ministerial and missionary work, and the proper training of recruits.

3. A well-directed annual campaign of information and inspiration on stewardship, missions, and education, to be followed by a thorough every-member canvass.

4. A campaign of education in our colleges and seminary as well as in all our church communities to give each member of the Church a vision of our needs and unswerving purpose to accomplish the work before us as a denomination.

5. The Board of Administration shall have charge of the general direction of this four-year program. The existing agencies, including the church departments, shall co-operate with the board in enlisting the whole Church in the whole program.

6. In the annual conferences, the administration of this four-year program to be under the direction of the bishop, the conference superintendent, and the council of administration.

7. Each local church to create, under direction of the pastor, a four-year program committee which shall seek to realize its share of the goals under plans best suited to its local conditions.

8. Each board and institution of the Church shall be responsible for the accomplishment of its part of the program, and the head of each department shall co-operate sympathetically with the other departments and with the Board of Administration in the realization of all the goals.

9. Our publication department being a necessary factor in the early and proper accomplishment of our possibilities as set forth in this program, the publisher and editors are instructed to render all assistance possible through practical and sympathetic co-operation.

10. The Board of Administration shall have power to appoint, if necessary, a secretary to devote his time to the leadership of this program through this quadrennium. The expense of this secretary shall be a charge against the funds secured during the campaign.

Aid for Aged Ministers.

In view of the urgent and imperative claims of our aged ministers and missionaries, a great pension fund campaign shall be conducted under the direction of the Board of Administration.

RESOLUTIONS ON CHURCH UNION.

Whereas, Very grave obstacles stand in the way of a speedy consummation of church union between the United Brethren and Methodist Protestant churches, because of the unfavorable attitude of a large portion of both denominations toward the proposition, and

Whereas, It is clear that no step should be taken by us that would cause friction and alienation among our own dear people, and

Whereas, We need especially at this time to conserve the Church's energies in carrying forward the four-year program planned by this General Conference;

Therefore, be it resolved, As the sense of this body, that further agitation of the question of organic union cease for the present. If, in the future, Providence should clearly open the way for organic union with any of the denominations similar to ours in faith and polity, we hold ourselves ready for any action that may be deemed proper

to bring about such union. We are also ready and anxious, as we always have been, to fraternize with other Christian bodies, and co-operate with them in the larger work of the kingdom.

We further direct that a commission be appointed on federation and church union, consisting of fifteen members, including the bishops, to which shall be referred all matters relating to church union, federation, and co-operation.

Resolution of Laymen.

Resolved, That we as laymen, delegates to the General Conference of 1917, express our belief that there should be closer co-operation among the denominations of evangelical Protestantism, and that a practical plan of federation should be accomplished; that this should include not only the work of the Federal Council of Churches, but also still more active connection and co-operation with those denominations closely allied to our own in doctrine and polity.

We request the bishops and commission on church union to seek to carry out the spirit of the proposed union with the Methodist Protestant Church, and as far as is possible, to secure co-operation and harmonious work of the communions.

Committee on Courses of Study for the Sunday School.

A standing committee consisting of five members, two of whom shall be the editor of the Sunday-school literature and the general Sunday-school secretary, shall be appointed by the executive committee of the department of Sunday School and Brotherhood work. It shall be the duty of this committee to study the whole matter of religious education, examine all proposed courses of study, including those prepared by the International Sunday School Lesson committee, and superintend the preparation of any new courses that may be deemed necessary to meet the requirements of our Sunday schools.

PART IX

Officers and General Boards

General Officers.—The bishops, G. M. Mathews, W. M. Bell, H. H. Fout, C. J. Kephart, A. T. Howard, Wm. H. Washinger, N. Castle, *emeritus*, W. M. Weekley, *emeritus;* W. R. Funk, publishing agent; J. M. Phillippi and C. I. B. Brane, editors, Religious Telescope; H. F. Shupe, editor, Watchword; W. O. Fries and J. W. Owen, editors, Sunday-school literature; L. O. Miller, general Church treasurer; J. S. Kendall, secretary, Board of Administration; William E. Schell, secretary, Board of Education; J. E. Fout, business manager, Bonebrake Seminary; Charles W. Brewbaker, secretary, Sunday School and Brotherhood work; Col. Robert Cowden, secretary *emeritus;* O. T. Deever, secretary, Young People's work; A. C. Siddall, secretary, board of Church Erection; P. M. Camp, secretary, board of Home Missions; C. Whitney, secretary, *emeritus;* S. S. Hough, secretary, board of Foreign Missions; Mrs. L. R. Harford, president, Women's Missionary Association; Mrs. Alva Kauffman, secretary and treasurer, Women's Missionary Association; Vera B. Blinn, editor, Evangel.

Board of Church Trustees.—Rev. R. A. Powell, D. H. Stoner, Judge John A. Shauck, Judge Walter Brewer, E. J. Rogers, Hon. Wm. N. McFaul (Term expires 1921); Rev. W. G. Clippinger, Rev. George Geiger, Rev. A. Orr, Rev. J. W. Kilbourne, Rev. H. A. Thompson, Rev. J. I. L. Ressler (Term expires 1925).

Board of Trustees, U. B. Publishing House.—Rev. A. W. Drury, Rev. P. M. Camp, Rev. J. A. Lyter, Hon. Jay M. Cogan, William Cassel, G. A. Lambert, Dr. L. C. Weimer, Hon R. H. Bennett, Hon. A. S. Kreider.

Board of Education.—The board of bishops, the presidents of our colleges, the president of Bonebrake Theological Seminary, *ex officio;* Prof. A. A. Maysilles, Prof. J. P. West, Prof. Mark Keppel (Term expires 1921); Hon. William N. McFaul, Prof. H. H. Baish, Judge Walter Brewer (Term expires 1925).

Board of Trustees, Bonebrake Theological Seminary.—The acting bishops, G. M. Mathews, W. M. Bell, H. H. Fout, C. J. Kephart, A. T. Howard, Wm. H. Washinger; Rev. C. E. Heisel, Rev. Ira D. Warner, Rev. J. B. Connett, A. A. Moore, J. L. Senseny, Charles J. Hall (Term expires 1921); Rev. W. O. Fries, Prof. A. W. Drury, Rev. J. W. Lilly, Rev. I. E. Runk, Rev. J. H. Harris, Rev. W. C. May (Term expires 1925).

Board of Control, Sunday School, Brotherhood, and Young People's Work.—The board of bishops, the publishing agent, the editors of the Sunday-school literature, the editor of the Watchword, Chas. W. Brewbaker, general secretary, *ex-officio;* Prof. H. M. Ambrose, Prof. A. A. Maysilles, Rev. J. G. Huber, Rev. S. C. Enck, Rev. J. E. Shannon (Term expires 1921); Prof. M. A. Honline, H. C. Cridland, Col. Robt. Cowden, Rev. O. T. Deever (Term expires 1925).

Board of Control, Home Missions and Church Erection.—Bishop H. H. Fout (representing board of bishops); Rev. C. W. Kurtz, Rev. H. W. Trueblood, Rev. W. W. Williamson, C. L. Raymond (Term expires 1921); Albert Keister, Rev. A. S. Hammack, Judge J. S. Kirkpatrick, Eugene Schaefer (Term expires 1925); W. M. A. representatives on Home Mission board: Mrs. L. R. Harford, Mrs. L. H. Leitzell, Mrs. J. E. Fout.

Board of Foreign Missions.—The board of bishops, Rev. S. S. Hough, general secretary, *ex-officio;* Rev. W. E. Snyder, Prof. J. H. Ruebush, S. C. Caldwell (Term expires 1921); G. A. Lambert, Rev. J. R. King, Rev. D. D. Lowery (Term expires 1925); W. M. A. representatives: Mrs. L. R. Harford, Mrs. Albert Keister, Mrs. J. P. Landis.

Board of Trustees, Women's Missionary Association.—Mrs. W. O. Fries, Mrs. J. E. Fout, Mrs. L. R. Harford, Mrs. S. S. Hough, Mrs. A. T. Howard, Mrs. Alva Kauffman, Mrs. Albert Keister, Mrs. L. H. Leitzell, Mrs. J. P. Landis.

Board of Trustees, Otterbein Home.—Rev. J. M. Phillippi, Hon. Jay M. Cogan, Frederick H. Rike (Term expires 1921); Rev. W. R. Funk, Rev. J. E. Grimes, C. M. Wagner (Term expires 1925); Bishop G. M. Mathews, Bishop W. M. Weekley, Hon. James M. Cox (Term expires 1929).

Board of Trustees, Quincy Orphanage and Home.—Rev. J. E. Kleffman, Rev. J. P. Anthony, G. C. Snyder (Term

expires 1921); W. O. Appenzellar (Term expires 1925); Rev. J. S. Fulton, Rev. J. W. Wilson, Rev. J. Russell Showers, Rev. H. M. Miller, M. H. Myers (Term expires 1929).

Board of Administration.—The board of bishops, *ex-officio; East District*: Rev. J. T. Foster, Rev. J. S. Fulton, Rev. W. F. Gruver, Prof. J. H. Ruebush, Hon. William N. McFaul, J. R. Engle; *Central District*: Rev. M. R. Ballinger, Rev. A. R. Clippinger, Rev. R. A. Hitt, Hon. J. M. Cogan, Fred H. Rike, Judge H. M. Whitcraft; *Northwest District*: Rev. J. E. Shannon, Rev. V. W. Overton, Pres. I. J. Good, F. P. Geib; *Southwest District*: Rev. C. E. Heisel, Judge R. H. Bennett; *Pacific District*: Rev. G. E. McDonald, Prof. Mark Keppel.

COMMISSIONS AND STANDING COMMITTEES.

Commission on Evangelism.—The board of bishops, Bishop W. M. Weekley, superintendent of Evangelism, Rev. P. M. Camp, general secretary of Home Missions, *ex-officio;* Rev. J. H. Patterson, Rev. O. E. Williams, J. J. Dick (Term expires 1921); Rev. J. E. Shannon, J. H. Little, Elmer Henderson (Term expires 1925).

Commission on Church Federation and Union.—Bishops G. M. Mathews, W. M. Weekley, W. M. Bell, H. H. Fout, C. J. Kephart, A. T. Howard, and W. H. Washinger; Rev. W. R. Funk, Rev. J. M. Phillippi, Pres. Walter G. Clippinger, Rev. A. E. Wright, Rev. L. Walter Lutz, Rev. T. D. Crites, Rev. H. E. Miller, and Mr. E. L. Shuey.

Commission on Temperance.—To be appointed by bishops.

Committee on Sunday-School Lesson Courses.—Rev. W. O. Fries, Rev. J. W. Owen, Rev. W. R. Funk, Rev. Chas. W. Brewbaker, Prof. M. A. Honline.

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Francelia Armentrout
Taylor

Elton Geo. Diehl.

Jacob Laughlin (Lou)
Mrs Anda "
Geo. Elliott "
Baptized. Nov. 20/21

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